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118353



1872-1973 / 100 YEARS OF EXCELLENCE



**North
Georgia
College
Bulletin
Dahlonega
Georgia**

CORRESPONDENCE DIRECTORY

TO THE OFFICE OF THE PRESIDENT on matters of general policy.

TO THE OFFICE OF THE DEAN concerning scholastic progress, the various educational programs, change of course, etc.

TO THE DEAN OF STUDENTS on all matters pertaining to the overall general welfare of students.

TO THE DEAN OF WOMEN on all matters pertaining specifically to women students.

TO THE COMMANDANT AND PROFESSOR OF MILITARY SCIENCE on questions about military programs, ROTC matters, Corps Regulations, leaves of absence, and Cadet unit and dormitory assignments.

TO THE DIRECTOR OF ADMISSIONS for questions about admission and requests for catalogs, application blanks, and other information.

TO THE COMPTROLLER on matters related to the business interests of the College, payment of fees, etc.

TO THE DIRECTOR OF STUDENT AID on matters pertaining to loans, scholarships, on-campus work, etc.

How to Contact a Cadet or Coed by Telephone

A cadet may normally be reached at his residence hall by telephone (see telephone numbers below). A cadet may also be reached through the Commandant's Office, which has someone on duty twenty-four hours a day while the college is in session.

A coed may be reached at her residence hall telephone or through the Office of the Dean of Women.

COMMANDANT'S OFFICE, 864-3392

Gaillard Hall	First Floor	864-9981, Company A
Gaillard Hall	First Floor	864-9906, Company A
Gaillard Hall	Second Floor	864-9936, Company B
Gaillard Hall	Third Floor	864-9997, Band Company
Gaillard Hall	Third Floor	864-9973, Band Company
Sirmons Hall	First Floor	864-9908, Company E
Sirmons Hall	Second Floor	864-9993, Company F
Sirmons Hall	Third Floor	864-9942, Company G

DEAN OF WOMEN'S OFFICE, 864-3391, EXT. 59 WOMEN'S RESIDENCE HALLS

Barnes Hall	864-9903
Barnes Hall	864-9931
Lewis Hall	864-9905
Lewis Hall	864-9907
Lewis Hall	864-9958
Lewis Hall Annex	864-9910
Lewis Hall Annex	864-9952
Sanford Hall	864-9904
Sanford Hall	864-9911

In January, 1973, North Georgia College celebrates 100 years of academic and military excellence. In commemoration of this centennial, the steeple of Price Memorial Building, the current administration building and the site of one of the first U. S. Branch mints, has been covered with gold taken from the Josephine Mine near Dahlonega. At the site of the first gold rush in the United States, Dahlonega-Lumpkin County, Georgia, share a unique and colorful history with North Georgia College. Gold and funds for gilding the steeple have been provided by friends and alumni of NGC.



118253

Ninety-Eighth Bulletin Issue

SERIES 39 JULY, 1972, NO. 1

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North Georgia College

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North Georgia College, Dahlonega, Georgia 30533

**North
Georgia
College**

Founded 1873





INTRODUCTION TO NORTH GEORGIA COLLEGE

North Georgia College was founded in 1873 as a liberal arts college for men and women. It is a state supported senior unit of the University System of Georgia under the direction of the State Board of Regents. It is located in Dahlonega, Georgia, on the site of the original U.S. Government Gold Mint. Dahlonega, a town of about 3,000 people, is located in the foothills of the beautiful Blue Ridge Mountains—70 miles and 1½ hours north of Atlanta via U.S. 19, or I-85 and Georgia 60 through Gainesville.

The student enrollment at North Georgia College is approximately 1,300; placing it in the medium size range. There are about equal numbers of men and women with 80% of the students living in dormitories. The college is small enough for the individual to stand apart and be identified by the faculty and other students, yet with enough size to make varied and diversified programs possible. Being a state school, the majority of the students have graduated from Georgia high schools, but graduates from many differing high schools from across the nation and around the world are also enrolled.

PURPOSE

The principal purpose of the North Georgia College is to provide an appropriate liberal arts and scientific educational program for all its students, while developing in its young men, through a sound military program, the competencies needed for successful military careers. It further recognizes that the vocational and professional needs of its students are best served on the senior college level through specialized programs of study built around a well developed, general education program.



DR. JOHN H. OWEN

PRESIDENT'S WELCOME

As you have seen on the cover of this 1972-73 edition of the North Georgia College catalog, our fine college is now celebrating 100 years of academic and military excellence. Since its founding in January, 1873, North Georgia has been a truly unique institution of higher learning. The coeducational, liberal arts, "essential" military, and state supported nature of the school has led to this uniqueness.

Over the past 100 years, North Georgia College has developed a reputation for having a truly outstanding academic program and for graduating a superior student. The list of outstanding alumni in education, medicine, the military, law and business in the State of Georgia and our nation reads like the Who's Who of each of these professions.

With only 1300 students and a very pleasant campus atmosphere, North Georgia has much to offer a student. Personal attention is perhaps the most important feature of our friendly campus, and in this environment the individual student very quickly becomes an important part of the college community, known by his or her fellow students, instructors and administrators.

I sincerely hope that you will consider being a part of the 100 years of excellence at North Georgia College.

CALENDAR 1972-73

FALL QUARTER, 1972

September 13	Faculty Meeting
September 17	Freshmen Report
September 18-20	Freshman Orientation
September 21	Registration of all Students
September 22	Classwork Begins
September 29	Final Date for Changing Class Schedule
October 17	Faculty Meeting
October 29	Final Date for Withdrawing from Classes
October 22	Distinguished Military Student Review
October 27	Mid-term Grade Period Ends
November 22 (Noon)	Thanksgiving Recess
December 8, 9-11, 12	Fall Quarter Examinations
December 12	Christmas Vacation Begins

WINTER QUARTER, 1973

January 2	Registration
January 3	Classwork Begins
January 10	Final Date for Changing Class Schedule
January 31	Final Date for Withdrawing from Classes
February 2	Mid-term Grade Period Ends
February 6	Faculty Meeting
March 13-16	Winter Quarter Examinations
March 16	Spring Recess

SPRING QUARTER, 1973

March 21	Registration
March 22	Classwork Begins
March 29	Final Date for Changing Class Schedule
April 19	Final Date for Withdrawing from Classes
April 20	Mid-term Grade Period Ends
May 1	Faculty Meeting
May 4	Honors Night
May 5-6	Parents'-Alumni Weekend
May 27	Commencement and Commissioning Day
May 28-June 1	Spring Quarter Examinations

SUMMER QUARTER, 1973

June 10	Freshmen Report
June 11-12	Freshman Orientation
June 13	Registration
June 14	Classwork Begins
June 21	Final Date for Changing Class Schedule
July 4	Independence Day Recess
July 6	Final Date for Withdrawing from Classes
August 11-15	Summer Quarter Examinations
August 15	Summer Recess Begins

1972**1973**

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GENERAL INFORMATION

NORTH GEORGIA COLLEGE

ACADEMIC PROGRAMS

North Georgia College offers a varied program of studies leading to the A.B., B.S., B.B.A., or B.S.W. (Social Work) Degree. Prior to specializing for the Degree, North Georgia provides a two year basic curriculum in liberal arts. This generalized program includes mathematics, education, English, history, social sciences, modern languages, sciences, and physical education.

Major fields of concentration offered are:

Anthropology	French
Biology	History
*Business Administration	Home Economics
Chemistry	Mathematics
Education	Physical Education
Early Childhood Development	Physics
Elementary	Political Science
Junior High	Psychology
Secondary **	Social Work
English	Sociology
Fine Arts	

Pre-professional training is offered in several fields to include:

Dentistry	Medical Records
Dental Hygiene	Medical Technology
Forestry	Pharmacy
Journalism	Physical Therapy
Law	Radiology
Medicine	Veterinary Medicine

*Majors in Accounting, Economics, Management, and Secretarial Studies.

**Teaching fields in Biology, Business Education, Chemistry, English, French, History, Mathematics, Physics, Political Science, Psychology, and Sociology.

THE COLLEGE YEAR

North Georgia College operates on a four-quarter system (Fall, Winter, Spring, and Summer). The summer quarter differs from the others only in the nature of the work offered, taking into account the needs of teachers in service and others who need specialized work. Freshmen may enter any quarter. Almost all required freshman and sophomore subjects are offered every quarter.

CO-EDUCATIONAL NATURE

From its founding North Georgia College has been co-educational. Its women are not, of course, directly involved in the military program, but constitute approximately one half of the total student enrollment.



UNIVERSITY SYSTEM OF GEORGIA

All state-supported institutions of higher learning in Georgia were combined into the greater University System of Georgia by legislative enactment at the regular session of the General Assembly in 1931. Under the articles of the Act, all existent boards of trustees were abolished and control of the System was vested in a board of regents with all the powers and rights of the former governing boards of the several institutions. Control of the System by the Board of Regents became effective January 1, 1932.

On January 18, 1950, the Board of Regents reaffirmed the position of North Georgia College as a senior unit of the University System by passing a resolution which reads in part as follows: *The North Georgia College at Dahlonega shall be continued as a college of arts and sciences at the bachelor's level and as the one institution in the Georgia System distinguished by its essentially military organization for men.*"

NORTH GEORGIA COLLEGE

North Georgia College, as a senior member of the University System of Georgia, is a fully accredited member of the Association of American Colleges, the Association of Military Colleges and Schools, the Southern Association of Colleges, and the Association of Georgia Colleges. Its work in the field of education is recognized and accredited by the Georgia State Department of Education. The quality of the training offered in all departments has long enjoyed national recognition. A significant number of its graduates attend graduate and professional schools; and just as significantly, perhaps, is the fact that many of its military graduates, as they move into active service, go to military graduate school.

HEALTH SERVICE

The College provides for its dormitory students the services of a physician and full-time registered nurses for cases of usual or minor illness. This service includes necessary ambulance service for recumbent patients to the hospital within the state designated by the college physician. The college assumes no responsibility, however, for injuries received in voluntary or required activities, and neither does it assume responsibility for the cost of prescriptions, of necessary special nurses, for consultation and hospital expense in the more serious cases of illness and accident, nor for special X-ray work or surgery of any kind, nor for the health of students who do not abide by regulations of the Infirmary, or the instructions of the college physician.

Students not living in College dormitories do not qualify for infirmary service.

PHYSICAL EXAMINATION

Before a student is admitted to North Georgia College he or she must take a physical examination. The family physician will make a report on a form supplied by the college.

As a precaution, students will be given such vaccinations and chest X-rays as authorized by the college physician.

PHYSICAL EDUCATION AND ATHLETICS

The college considers physical fitness vital to a completely satisfactory college life. Provisions are made to include the maximum number of students in the maximum number of activities throughout the entire year. The ROTC program demands constant physical activity, and there is an expanding program of intercollegiate sports. Company competition in a wide spectrum of sports is keen, and the college prides itself on having a preponderant proportion of the students engaged in the intramural sports programs.

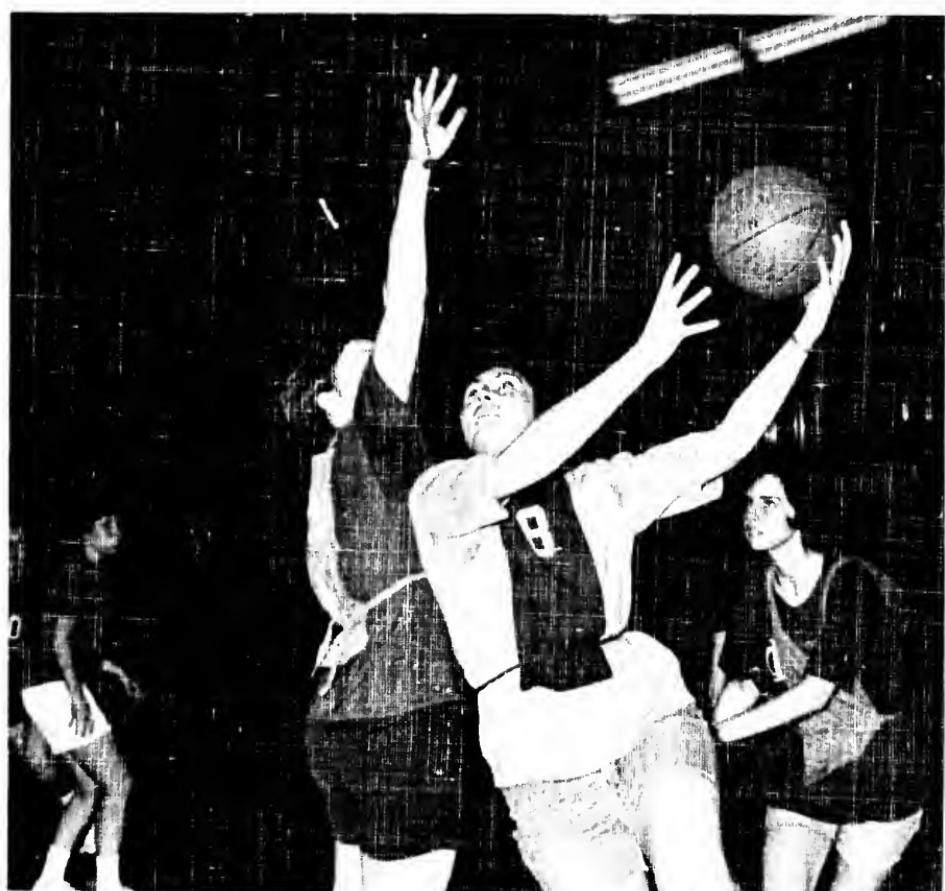
All freshman and sophomore men and women take regular work in physical education. This work is supplemented for the women by such competitive sports as archery, table tennis, shuffleboard, basketball, softball, volleyball, and hockey. The

P.E. program calls for two scheduled periods a week by all regular students, and work is conducted by the Head of the Department of Physical Education and his assistants.

Freshman and sophomore men, and upperclassmen who elect to take the work, are required to wear gym uniforms for physical training classes—shorts with T-shirts or warm-up suits, and rubber-soled gym shoes. Uniform shorts, warm-up suits, and bathing trunks are included in the uniform issue. Cadets are advised to bring T-shirts and gym shoes from home, but they may be purchased through the college after arrival.

Each young woman, for use in physical education, must provide herself with the regulation college gymnasium suit, the regulation college swimming-pool suit, tennis slippers or shoes, and white socks. Gymnasium and swimming-pool suits will be ordered through the College Canteen after measurements have been taken.

Students are asked to furnish tennis shoes if they can secure them. If not, shoes may be ordered through the Canteen.



SOCIAL LIFE

The organization of the men into military companies and the presence of young ladies make a broad and effective social life possible. Many clubs and organizations of a social and professional nature provide opportunities for even more diverse social activities.



THE STUDENT CENTER

The \$1.4 million Student Center, which opened in 1970, houses areas designed for many different kinds of activities. A little theatre, housed in one wing of the building, offers an outstanding theatrical facility for drama, music, and public affairs. A new cafeteria and canteen complex provides feeding and snack facilities. The activity area contains a bowling alley, billiard tables, and other facilities that are available to students. Offices for campus publications and meeting areas for other campus organizations are provided. Lounge areas and TV rooms provide ample space for leisure and social activities.

CANTEEN BOOKSTORE-POST OFFICE

The North Georgia College Student Canteen and Bookstore are located in the Student Center. They are operated for the convenience of students and faculty.

Here are sold soft drinks, sandwiches, and other refreshments, and school supplies. In this area is also located a central TV lounge, uniform-sales area, and the bookstore and classroom-supply area. Automatic soft drinks and milk machines are also provided in each dormitory.

The Canteen also accommodates the college post office. A box is available for each student and all students are assigned a box number regardless of their place of residence in Dahlonega. Each student is required to check his post office box daily for communications from various departments as well as outside mail.

The correct address will be the student's name, NGC Box _____, Dahlonega, Georgia 30533.

RELIGIOUS EMPHASIS

As a part of its long tradition, North Georgia College continues to take the position that all students should continue their identification with the church of their choice as a vital facet of the total educational experience.

Students also have the opportunity to participate in such organizations as the NGC Student Religious Union, the Baptist Student Union, the Newman Club, the Wesley Foundation, and the Westminster Fellowship, which are supported by local churches.

Every year a special week is designated as Spiritual Emphasis Week during which time all activities of the college focus on revitalizing the spirit of man and underlining the true nature of what is meant by a sound and well-rounded education.



"Students gather for Campus Life, informal Christian fellowship."

REGULATIONS GOVERNING ADMISSION

A person who wishes to enroll as a student at North Georgia College should file an application form which can be secured from the Director of Admissions of the institution. This form should be completed and sent to the college at least twenty (20) days prior to the beginning of the quarter for which the application is made.

This application form, along with the medical form and the high school transcript, should be returned to the Director of Admissions. The applicant is also required to complete the Scholastic Aptitude Tests (SAT) given by the College Entrance Examination Board and have his test scores sent to the college. Information regarding this test may be secured from high school counselors, any unit of the University System of Georgia, or from the College Entrance Examination Board, Post Office Box 592, Princeton, New Jersey. The applicant should have his high school counselor supply a transcript of his record. Students transferring from other colleges or universities should arrange with the Registrar to forward transcripts of credit earned.

An application for admission to the college will be considered when all of the information described above has been assembled. Before acceptance an applicant must have a predicted grade point average which indicates he is capable of carrying out effectively the program of the college. This predicted academic average is based on the applicant's high school record and SAT scores.

In some instances the applicant may be requested to come to Dahlonega for an interview and testing with the Admissions Committee. The Director of Admissions will notify the applicant of the time and place of the interview.

The college reserves the right to refuse applicants when it appears that the number of students already accepted will fill the college to its capacity.

REQUIREMENTS AND CONDITIONS TO BE MET BY APPLICANT

1. The applicant must be at least sixteen years old on or before the registration date. He must be of good moral character.
2. The applicant must show that he meets at least one of the following conditions:
 - (a) That he is a graduate of an accredited high school or a high school that is approved by the college and that he has completed the work specified in Section 3 below.
 - (b) That he has passed satisfactory entrance examinations prescribed by the college.
3. A required minimum of sixteen units of high school work must be completed and must include:

Specific Requirements:

(a) English4
Algebra and/or Geometry	2
Social Studies	2
Science	2

- (b) In addition to the ten (10) units specifically required above, an additional four (4) units must be successfully completed within one or more of the following fields: English, Mathematics, Social Studies, Science, Foreign Languages.
- (c) Two additional units from any field may be presented to bring the total up to the required minimum of sixteen (16) high school units.

The College reserves the right to refuse to accept any or all of the credits from any high school or other institution, notwithstanding its accredited status, when it is determined through investigation or otherwise that the quality of instruction at such high school or other institution is for any reason deficient or unsatisfactory.

Students who have been unable to schedule required courses should write to the Director of Admissions for information on ways of making up credit deficiencies.

4. The applicant must be in good physical condition, determined as a result of the physical examination administered by the applicant's family physician. The report of the physical examination is submitted on forms supplied by the Director of Admissions.
5. A \$10.00 application fee is charged students applying to the college for the first time. This fee is not refundable and does not apply toward other college fees. After a student is accepted for admission to the college, he is asked to make a reservation-breakage deposit of \$25.00. No additional deposit is required of students housed in college dormitories. For students entering the college in the Summer or Fall Quarters, the deposit is due by May 1st. If the acceptance occurs after May 1st, the deposit is due at the time of acceptance. If an accepted student decides to cancel his reservation, the deposit is refunded upon request, provided the notification of cancellation is received by the Admissions Office 20 days prior to the date of registration for the Summer, Winter, or Spring Quarters, or by July 1st for admission at the beginning of the Fall Quarter.

APPLICATION FOR ADMISSION

A preliminary admission form for entrance to North Georgia College is included as the last page of this catalog.

If a request for a given roommate is to be made, this request can be indicated on the application form when completed, or such a request may be made in writing at any time prior to the time room assignments are completed. If this is done, the request for a roommate can frequently be honored, but assignment to any particular dormitory cannot be assured. In all instances, the Dean of Women or Dean of Students will give the best assignment possible.

RESIDENT REQUIREMENTS

In order to register at North Georgia College as a legal resident of the state of Georgia, a student must meet certain requirements set forth by the Board of Regents of the University System of Georgia.

NORTH GEORGIA COLLEGE

1. A student who is under 21 years of age at the time he seeks to register or re-register at the beginning of any quarter will be accepted as a resident student only upon proof that his supporting parent or guardian has been legally domiciled in Georgia for a period of at least twelve months immediately preceding the date of registration or re-registration.
2. In the event that a legal resident of Georgia is appointed as guardian of a non-resident minor, such minor will not be permitted to register as a resident student until the expiration of one year from the date of appointment, and then only upon proper proof that such appointment was not made to avoid payment of the non-resident fee.
3. If a student is over 21 years of age, he may register as a resident student only upon showing that he has been domiciled in Georgia for at least twelve months prior to the registration date. Any period of time during which a person is enrolled as a student in any educational institution in Georgia may not be counted as a part of the twelve months domicile and residence herein required when it appears that the student came into the State and remained in the State for the primary purpose of attending a school.
4. A full-time faculty member of the University System, his or her spouse, and minor children may register on the payment of resident fees, even though such faculty member has not been a resident in Georgia for twelve months.
5. If the parents or legal guardian of a minor changes resident to another state following a period of residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of resident fees. After the expiration of the twelve months' period, the student may continue his registration only upon the payment of fees at the non-resident rates.
6. Military personnel and their dependents may become eligible to enroll in institutions of the University System as resident students provided they file with the institution in which they wish to enroll the following:
 - (a) A statement from the appropriate military official showing that the applicant's "home of record" is the State of Georgia; and,
 - (b) Evidence that applicant is registered to vote in Georgia; or,
 - (c) Evidence that applicant, if under 18 years of age, is the child of parents who are registered to vote in Georgia; and,
 - (d) Evidence that applicant, or his supporting parent or guardian, filed a Georgia State income tax return during the preceding year.
7. Foreign students who attend institutions of the University System under sponsorship of civic or religious groups located in this state, may be enrolled upon the payment of resident fees, provided the number of such foreign students in any one institution does not exceed the quota approved by the Board of Regents for that institution.

8. All aliens shall be classified as non-resident students. However, an alien who is living in this country under a visa permitting permanent residence or who has filed with the proper federal immigration authorities a Declaration of Intention to become a citizen of the United States shall have the same privilege of qualifying for resident status as a citizen of the United States.
9. Teachers in the public schools of Georgia and their dependents may enroll in University System institutions on the payment of resident fees when it appears that such teachers have resided in Georgia for nine months, that they were engaged in teaching during such nine months' period, and that they have been employed to teach in Georgia during the ensuing school year.
10. If a woman who is a resident of Georgia and who is a student in an institution of the University System marries a non-resident of the State, she may continue to attend the institution on payment of resident fees provided that her enrollment is continuous.
11. If a woman who is a non-resident of Georgia marries a man who is a resident of Georgia, she will not be eligible to register as a resident student in a University System institution until she has been domiciled in the State of Georgia for a period of twelve months immediately preceding the date of registration.
12. Non-resident graduate students who hold assistantships requiring at least one-third time service may register as students in the institution in which they are employed on payment of resident fees.

TRANSFER STUDENTS

An applicant who has attended other colleges and has maintained an academic average of "C" or better, and who has a clear conduct record may be considered for admittance.

All regulations applicable to students entering college for the first time shall be applicable to students transferring from other colleges, insofar as the regulations are pertinent to the applications of transfer students.

A transferring student should ask the registrars of colleges which he has previously attended to send transcripts of college credit to the Director of Admissions, North Georgia College, Dahlonega, Ga. 30533. The applicant's academic qualifications for admission will ordinarily be based on these college transcripts; however, the Director of Admissions may secure high school transcripts to use in the evaluation.

Even though the institution that the student last attended is an accredited institution, the Director of Admissions may reject the application or all or any part of previously earned credits if there is any reason to believe that the quality of the educational programs of the previous institution are considered unsatisfactory.

An applicant will not be considered for admission, unless the transcript shows an honorable discharge from the college last attended or unless the officials of that

NORTH GEORGIA COLLEGE

institution recommend the applicant's admission.

Work undertaken at another institution by a student under academic suspension cannot be transferred to North Georgia College for credit toward a degree.

A student transferring from another college must show that at some time he has taken the College Entrance Board's Scholastic Aptitude Test or that he has taken some other equivalent test approved by the college. Scores on such tests must be submitted to the college.

Transfer students entering North Georgia College shall be subject to the following policies:

- (a) The amount of academic credit accepted for work done in another institution within a given period of time may not exceed the normal amount of credit that could have been earned at the College during that time.
- (b) The maximum academic credits accepted from a junior college is 95 quarter hours.
- (c) The total number of hours that may be earned toward a degree by either extension or correspondence courses shall not exceed 40 quarter hours.

TRANSIENT STUDENTS

A student who has taken work in a college or university may apply for the privilege of temporary registration in North Georgia College. Such a student will ordinarily be one who expects to return to the college or university in which he was previously enrolled.

The following policies shall govern the admission of students on a transient status:

1. The admissions officer must have evidence that the institution that the student previously attended was an accredited or an approved institution.
2. An applicant will be accepted as a transient student when it appears that the applicant's previous academic work is of a satisfactory quality. The Director of Admissions may require the applicant to submit a transcript of his previous college work.
3. An applicant for admission as a transient student must present a statement from the dean or registrar of the institution that he last attended recommending his admission as a transient student. Students on academic probation or suspension or on disciplinary suspension will not be admitted.

PROGRAM FOR HIGH SCHOOL SENIORS

During the Summer Quarter, North Georgia College operates a special program for high school students who have completed eleven grades of high school study with a B or better average. A student entering the program may take any course normally open to a college freshman and full college credit is given for courses

successfully completed. This program does not necessarily lead to regular admission to the Fall Quarter.

AUDITORS

Regularly enrolled North Georgia College students may register for courses as auditors. No academic credit shall be awarded to students enrolled on this basis. No student may register to audit more than five (5) hours of course work per quarter. Fees assessed for courses audited are the same as fees for courses taken for credit.

RE-ENTRANCE OF STUDENTS

Students who have previously enrolled at North Georgia College but have discontinued their enrollment for any reason must submit an application to re-enter. Such students will not be required to re-submit all records required of new students, but must submit an application and deposit to the Director of Admissions at least twenty days prior to the registration date for the quarter they propose to re-enter. They will be formally notified of readmission.

SPECIAL STUDENTS

Irregular students and special students and all other students of classifications not covered in these policies shall be required to meet all requirements prescribed for admission to undergraduate study and to meet any additional requirements that may be prescribed by the institution. Special students are not considered to be degree candidates. Special Students are admitted for one quarter only. When the "Special Student" terminates his enrollment, it will be necessary for him to process withdrawal papers. If he desires to continue, he should notify the Admissions Office of his intent 20 days prior to the date of registration.

ADVANCED PLACEMENT

North Georgia College has an advanced placement program which provides an opportunity for the qualified beginning student to obtain credit for certain basic courses. The granting of advanced placement is based on CEEB Advanced Placement Tests and departmental approval or examination. Inquiries should be addressed to the Director of Admissions.



THE MILITARY PROGRAM

From the time of its founding in 1873 North Georgia College has been a Military College dedicated to these propositions:

- a. The freedom and security which each of us as citizens of the United States enjoys can continue only so long as our country remains secure and prosperous.
- b. With the rights and privileges of citizenship, each individual assumes certain responsibilities, and among these is an obligation to serve in the defense of the United States.
- c. Our national security demands the support of a strong, dedicated military establishment, which, in turn, requires a continuing source of officers who have the intellectual, moral and physical attributes to perform effectively and successfully in a wide variety of leadership, management and administrative positions.

North Georgia College is one of five senior colleges in the United States designated as a military college (MC) by the Department of the Army. The college requires that all male, resident students become members of its Corps of Cadets and that they participate in the Army ROTC program sponsored by the College. This program consists of a two-year basic program and a two-year advanced program prescribed by the Army.

CONTRACT STUDENT

Students accepted for the advanced program at the beginning of the junior year are placed on contract and are paid \$100.00 a month plus the basic uniform allowance. Contract students attend a six-weeks summer camp between the junior and senior year and are commissioned as 2nd Lieutenants upon graduation.

NON-CONTRACT STUDENTS

Non-contract cadets take the advanced program and receive college credit but are not commissioned upon graduation. All cadets wear a modified regular army uniform and live under the Cadet Corps regulations.

Participation in the College's military program is optional for those male students who are recognized as commuters. A "commuter" is generally defined as a student who lives with his own family or with close relatives. Specific provisions concerning designation as a commuter are detailed on page 25, *Boarding Student Status*.

MILITARY UNIFORMS AND ALLOWANCES

The distinguishing mark of a North Georgia College cadet is the college uniform. The use of the regulation uniform produces a decided economy in clothing costs while at NGC, and all cadets are required to deposit the full amount for purchase of the uniforms prior to registration for their first quarter at the college.

The Department of the Army provides to the college a monetary allowance to purchase uniforms for all cadets officially enrolled in the ROTC program. The

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allowance received by the college is credited each quarter to an account at the college bookstore in the name of each cadet. Cadets may purchase uniform items as needed by charges to their individual accounts. The uniform allowances for the four years exceed the total cost of uniforms; however, the allowance accumulates each quarter and is not available for the initial purchase of basic uniforms. Cash settlement will be made to the individual upon final withdrawal from college.

Upon being commissioned, contract students are provided an allowance to purchase officer uniforms by the Department of the Army.

The advanced-course subsistence allowance of \$100 per month and basic uniform allowance, plus degree credit for military science courses, makes the advanced course ROTC an attractive proposition.

PURCHASE OF THE UNIFORM

Since the design and color of the North Georgia College uniform is unique, new students should buy the uniform from the college at the time of entrance. The full price must be deposited with the Comptroller's Office, and any unused portion of this uniform deposit will be held for future purchases subject to refund on request from the parent any time after the first quarter closes. Students should not come to the college for uniform purchase prior to their regular enrollment.

Any article of uniform not purchased at the college must be approved by the Commandant. Acceptable uniform articles, as a rule, can not be purchased from other sources as cheaply as they can be bought through the college. A limited selection of used uniforms are available in the uniform exchange.

The regulation uniform for fall, winter and spring includes one wool blouse, one wool classroom jacket, two pairs of wool trousers, one wool service cap with rain coat, one pair of black leather gloves, one field jacket of drawstring type, three khaki trousers, five khaki shirts, two poplin shirts, one field cap, two ties, two black web belts, three pairs of white gloves, one pair of black military boots, eight pairs of black socks, cap and collar ornaments, one white scarf, two fatigue uniforms, a military raincoat, physical education clothing, and two laundry bags.

A student entering for the first time in the spring or summer quarter is advised to purchase the entire uniform; however, if necessary, he will be permitted to delay purchase of the woolen articles until fall. The Federal Government furnishes one fatigue uniform and the field jacket, but the cadet must buy all other articles.

One pair of black shoes must be furnished extra by the cadet and may be purchased before coming to the college or ordered through the college after arrival. These must be plain-toe, low-quarter shoes of conventional army type.

ACCEPTANCE OF TRANSFER STUDENTS INTO ROTC

Juniors transferring from colleges or universities which do not offer an ROTC program will receive credit for freshman (MS-I) and sophomore (MS-II) military science provided they successfully complete a six-week military camp conducted by the Department of the Army for this purpose.

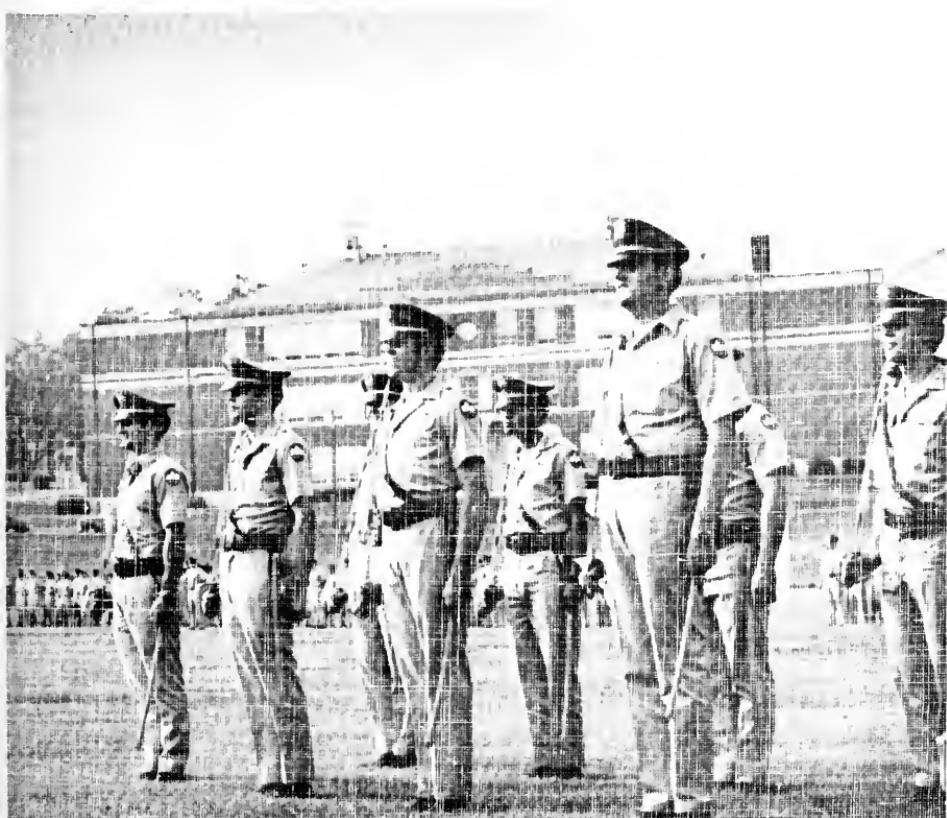
Those who transfer to North Georgia College with senior class rank without credit in Basic Military Science may be excused from ROTC classroom work.

ACCEPTANCE OF STUDENTS WITH PRIOR MILITARY SERVICE

Students with prior military service are admitted as regular students, provided the regular admission requirements are fulfilled. Those who have not had the opportunity to meet the specific entrance requirements but who, by virtue of experience and maturity, may be able to profit by college life may be admitted as Special Students.

Prior military service students with a minimum of twelve months of active duty in the armed services and an honorable discharge can be classified as commuters and live off campus without being required to participate in the ROTC program. However, all prior service personnel not otherwise required to live on campus and who elect to do so are assigned to a rifle company or the band and are required to participate in the ceremonies, formations, and activities of the Corps, to include required drill. Participation in ROTC class instruction will not be required.

Of course, all prior service personnel interested in pursuing a commission in the Army are encouraged to enroll in the full ROTC program, and they may do so while classified as a commuter student or resident student.



COLLEGE EXPENSES

North Georgia College, as a state-supported institution, furnishes four years of college training at the lowest possible cost.

Following is a complete table of all costs at North Georgia College.

ALL FEES, BOARD, ROOM RENT, AND OTHER CHARGES ARE DUE AND PAYABLE EACH QUARTER AT REGISTRATION AND ARE ALL SUBJECT TO CHANGE AT THE END OF ANY QUARTER.

SUMMARY OF COSTS — 1972-1973

<i>Regular Quarterly Costs</i>		<i>Due Dates</i>	
Matriculation Fee	\$115.00	Fall Quarter	Spring Quarter
Health Fee	20.00	Costs Due	Costs Due
Activity Fee	16.00	Sept. 21, 1972	March 21, 1973
Board	165.00		
Room	<u>132.00</u>	Winter Quarter	Summer Quarter
		Costs Due	Costs Due
	\$448.00	Jan. 2, 1973	June 13, 1973

An application fee of \$10.00 is required of all students with application for admission.

A breakage fee of \$25.00 is required of all students upon acceptance for admission.

Checks and money orders should be made payable to North Georgia College.

OTHER COSTS AND SPECIAL FEES (*Includes Sales Tax*)

Military Uniforms (Freshman Men)	\$295.00
Gymnasium Uniforms (Freshman Women)	8.25
Swimming Pool Suit (Freshman Women)	5.15
Books and School Supplies, \$35.00 to \$45.00 per quarter average.	
Personal expenses vary widely and obviously depend upon the student.	

<i>SPECIAL CHARGES</i>	<i>AMOUNT</i>	<i>WHEN DUE</i>
Out-of-State Fee	\$180.00	Each Quarter
Diploma Fee	5.00	May 1 of graduation year
Cap and Gown Fee	5.00	May 1 of graduation year
Transcript Fee	1.00	Each copy over one upon order
Special Make-up Exam Fee	2.00	Each as taken
Late Registration Fee	3.00	First day and \$1 each for the second and third days
Applied Music Fee	10.00	Per credit hour

EXPLANATORY NOTES

Note No. 1: Advance Payment Plan

North Georgia College offers its students and parents a special monthly payment plan for college fees, board, and room. This plan has proved quite helpful for many of our parents, but in order to meet the requirement of the Board of Regents that all expenses be pre-paid, our monthly payment plan begins on July 15 for the Fall Quarter. In this way, expenses will be completely pre-paid at the beginning of each scholastic quarter.

	<i>Date</i>	<i>Georgia Resident</i>	<i>Out of State Resident</i>
FALL	July 15	\$150.00	\$210.00
FALL	August 15	149.00	209.00
FALL	September 15	149.00	209.00
WINTER	October 15	150.00	210.00
WINTER	November 15	149.00	209.00
WINTER	December 15	149.00	209.00
SPRING	January 15	150.00	210.00
SPRING	February 15	149.00	209.00
SPRING	March 15	149.00	209.00
SUMMER	April 15	150.00	210.00
SUMMER	May 15	149.00	209.00
SUMMER	June 11	149.00	209.00

Note No. 2: Uniform Deposit

Military and gymnasium uniforms, books, and supplies must be paid for at the time of issue, or at the time of purchase.

Note No. 3: Books

The estimated cost shown for books is based upon the average experience. Cost of books after the initial purchase may be considerably reduced should the student wish to sell his used texts and purchase similar used books.

Note No. 4: Payments

Students and parents are expected to take notice of due dates on all payments and pay promptly and without further notice or request.

Note No. 5: Boarding Student Status

All students will be considered as boarding students except those who live in and commute from the home of parents, grandparents, guardians, or other close relatives, are married and live with husband or wife, have a baccalaureate degree, are a bona fide minister or divinity student, have completed 12 quarters of military science and are over 21, have been honorably discharged from military service after

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one full year of service or have completed induction requirements under Reserve Enlistment Program 63. All boarding students will be required to live in the college dormitories and take their meals in the college dining halls.

MATRICULATION, HEALTH, ACTIVITY FEES

All students pay the established matriculation and activity fees, and all dormitory students pay the health fee. These fees cover all general fees of the college.

BOARD AND ROOM

Board, room rent, and fees must be paid at registration or by the special monthly plan. Open accounts cannot be carried. Board charge covers meals in the college dining hall only. No meals are furnished during college holidays. All dormitory students must purchase a meal ticket. Guests may be accommodated in the dining hall by reservation at \$1.25 per meal. No provisions can be made for special diets.

BREAKAGE DEPOSIT

The breakage deposit of \$25.00 is paid after the student's acceptance to North Georgia College and is held throughout the student's enrollment period. For students entering the college in the Summer or Fall Quarter, this deposit is due by May 1. If a student is accepted for admission after May 1, the deposit is due at the time of acceptance.

Should attendance become impossible, the reservation-breakage deposit will be refunded to entering and returning students provided notification of cancellation is received in the Office of Admissions by July 1 for *the Fall Quarter or before leaving school at the end of any quarter while in attendance. Regulations prohibit the refunding of the breakage deposit when an entering student withdraws during the first quarter of attendance.*

Each student is responsible for his own room and its furnishings and also for all other items of college property, such as library books and laboratory equipment. Breakage tickets must be promptly paid at the Comptroller's Office. The deposit is also subject to reduction for unpaid charges and is returnable upon regular withdrawal or graduation, but in cases of irregular withdrawal, the deposit is forfeited.

DORMITORY PENALTY FEE

Students changing status from dormitory to day student between August 1 and November 1 will be assessed a \$25.00 dormitory penalty fee unless notice of such change is received by the Dean of Students prior to August 1.

REFUNDS

Formal withdrawal must begin with a written approval from the Dean of Students or Dean of Women. At the time this approval is granted, specific

instructions will be given for the student to complete his formal withdrawal. Any deviation from this procedure will be considered as an irregular withdrawal and will result in the forfeiture of the reservation-breakage deposit.

In the case of formal withdrawal, a refund of the Matriculation Fee may be made on the following basis:

- (1) Withdrawal during one week following the scheduled registration date; a refund of 80% of the Matriculation Fee paid for that quarter;
- (2) Between one and two weeks, 60%;
- (3) Between two and three weeks, 40%;
- (4) Between three and four weeks, 20%;
- (5) After four weeks, no refund.

No refund can be made on Activity or Health fees.

In case of withdrawal, a refund on board and room may be made on the number of full weeks remaining in the quarter.

In case of excused absence, a refund on board, not room, may be given on that part of the student's absence which is in excess of two weeks.

Refunds over \$25.00 are sent directly to parents or applied as credits to the student's account. Exceptions may be made for students who pay their own expenses.



STUDENT AID/FINANCIAL ASSISTANCE

The primary purpose of the financial aid program is to provide assistance to students, who, without such aid, would be unable to attend college. Financial assistance from the college or other sources should be viewed only as supplementary to the efforts of the family. Most scholarships and loan funds are awarded only after financial need has been established, and no application for scholarship or loan, sponsored or supported from state or federal funds, may be considered until financial need has been established.

All requests for financial assistance should be directed to the Director of Student Aid.

North Georgia College participates in the College Scholarship Service (CSS) of the College Entrance Examination Board. The CSS assists colleges in determining the student's need for financial assistance.

Students seeking financial assistance are required to complete a Parents' Confidential Statement (PCS) designating North Georgia College as one of the colleges to which the report of financial need will be sent. The PCS form may be obtained from a local high school, the College, or College Scholarship Service, P.O. Box 176, Princeton, New Jersey. Married or independent students must submit the Student Confidential Statement. Copies of this form may be obtained from the North Georgia College Office of Student Aid. The dead line for Fall applications is May 1, and applicants may expect notice of award in early June.

GRANTS

EDUCATIONAL OPPORTUNITY GRANTS

The College participates in this federally sponsored program which provides a gift grant ranging from \$200 to \$1,000 depending upon demonstrated need. Students who are awarded an E.O.G. will be required to accept a "financial aid package." The "package" will consist of the grant with a matching amount in loans, employment, scholarships or any combination. In no event can the grant exceed one half the established need of the student.

SCHOLARSHIPS

HAMMOCK SCHOLARS

Asa D. Hammock, a native of Newton County, Georgia, and a graduate of North Georgia College, Class of 1895, on his death in 1957 willed a substantial portion of his estate to the college. It is his desire that the income from this bequest be used to provide financial assistance in the form of scholarships to students with a demonstrated aptitude for outstanding scholastic achievement.

REGENTS' SCHOLARSHIPS

The Board of Regents of the University System of Georgia receives from the State certain funds from which scholarships may be granted to residents of Georgia

attending institutions of the University System. These scholarships were established for the purpose of assisting students of superior ability who need financial aid in order to attend college. A student who wishes to apply for the Regents' Scholarship should direct his application to the Director of Student Aid, North Georgia College, Dahlonega, Georgia, 30533.

ARMY ROTC SCHOLARSHIPS

Army ROTC Scholarships are available on a competitive basis for four, three, two, and one year periods. These scholarships cover all tuition and fees, textbooks, and school supplies. In addition, since scholarship winners are on contract to earn a commission, a monthly subsistence allowance of \$100 is provided to each individual. Three, two, and one year scholarship nominees are selected from among applicants enrolled at North Georgia College by a faculty board. Those selected are recommended in order of merit to Third U. S. Army for final selection. Four year scholarships are nationally competitive and applications by interested individuals must be submitted early in the senior year of high school. Those interested in a four year ROTC scholarship should contact their high school counselor for detailed information on application procedures.

LOAN FUNDS

CHARLES MCDONALD BROWN FUND

The Charles McDonald Brown Loan Fund was established to aid worthy young men who are in need of financial aid and who are accepted for admission to NGC. The applicant must be at least eighteen years of age, in good health, and of proven intellectual ability. Students must reside in one of the following counties: Rabun, Habersham, Union, Towns, Fannin, Dawson, Murray, White, Lumpkin, Gilmer, Pickens, Cherokee, Forsyth, Stephens, Banks, Hall, Madison, and Hart in Georgia, and Oconee, Anderson, and Pickens in South Carolina.

CAPTAIN CHARLES BUFORD JOHNSON, JR., MEMORIAL LOAN FUND

This fund was established in 1963 by North Georgia College graduates and members and friends of the family of the late Capt. Charles B. Johnson, Jr., who graduated from North Georgia in the Class of 1957. Loans may be made to any needy student at North Georgia College.

MOORE LOAN FUND

This fund was donated by Mr. John H. Moore of Dahlonega, formerly a trustee of the college. Preference for assistance is given the graduates of the local Lumpkin County High School. Loan notes bear 4% interest on unpaid balances from the date of loan and must be endorsed by two responsible persons.

COLONEL WILLIAM MANNING SMITH MEMORIAL LOAN FUND

This fund was established in 1960 by members of the family of the late Colonel William M. Smith, Class of 1900. From it loans are available to members of the Junior and Senior Classes.

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SENIOR LOAN FUND

Several senior classes have contributed to a fund to assist members of any current senior class. Loans bear no interest, but those aided usually make a contribution to the fund to help someone else.

ROBERT H. "DOC" WALLER LOAN FUND

This fund was established in 1970 by the family and friends of Doc Waller, a member of the 1969-70 senior class, who was killed in an airplane crash, January 1970. Emergency loans are available from this fund and are repayable within 24 months after graduation at 3% interest.

NATIONAL DEFENSE STUDENT LOAN FUND

The college participates in the National Defense Student Loan Program, established by the National Defense Education Act of 1958. NDEA funds are available to full-time, degree-seeking students regularly enrolled in college. Students attending summer school only are not eligible. Complete information may be secured from the Director of Student Aid.

GUARANTEED LOANS

The Guaranteed Loan Program was authorized by the Higher Education Act of 1965.

Guaranteed loans are arranged through private banks and other financial institutions participating in the program. As much as \$1,200 per year may be borrowed in this program by entering college students. Interest is paid by the Federal Government until the student completes his education. The family's adjusted gross income must not exceed \$15,000 per year.

In Georgia this loan program is administered by the Georgia Higher Education Assistance Corporation (GHEAC), P.O. Box 38005, Capital Hill Station, Atlanta, Georgia 30303.

A list of financial institutions participating in the program may be obtained by contacting GHEAC. Students who are residents of other states may inquire about this loan by contacting United Student Aid Funds, 845 Third Avenue, New York, N.Y. 10022.

OTHER SOURCES OF FINANCIAL ASSISTANCE

STATE SCHOLARSHIP COMMISSION

Scholarships will be granted to legal residents of Georgia who would not otherwise have the necessary funds to finance programs of study in medically-related areas, including dentistry, nursing, pharmacy, social work, medical technology, etc. Stipends vary in relation to established need and the average cost of study at the college. Additional information and applications may be obtained from the State Scholarship Commission, P.O. Box 38005, Capital Hill Station, Atlanta, Georgia 30303.

PICKETT AND HATCHER EDUCATION FUND

The late Mr. Claud A. Hatcher of Columbus, Georgia, created an educational loan fund for the purpose of aiding a large number of worthy students in securing courses in broad liberal college training. Limitations prevent loans being granted to students of law, medicine, and for the ministry. Applications and requests for additional information should be addressed to Mr. Guy E. Snavley, Jr., Executive Secretary, Pickett and Hatcher Educational Fund, P.O. Box 1238, Columbus, Georgia.

EMPLOYMENT OPPORTUNITIES

Students who demonstrate need and otherwise qualify for the College Work-Study Program can be employed for up to 15 hours per week for full-time students. To be eligible, a student must be accepted as a full-time student (entering freshmen may be eligible for summer employment prior to Fall Quarter registration) or, in the case of a student already enrolled, be in good academic standing. The applicant must also be capable of maintaining good academic standing while employed under the program. Preference for employment is determined from an evaluation of the Parents' Confidential Statement and need analysis from the College Scholarship service.



STUDENT GOVERNMENT

North Georgia College is a unique educational institution, and one important reason for this uniqueness particularly pertinent to the student is the extent to which he or she is directly involved in the leadership and management of the organizations affecting student life. It would be hard to find any other tax supported institution in the United States that provides its students more worthwhile opportunities for direct and immediate involvement in actual student government than does North Georgia. These opportunities for practical experience in leadership and personnel management, for character development, and for assumption of responsibility are derived naturally and directly from the structured organization of the College's student body. This diverse student body is comprised of resident and non-resident members of the Corps of Cadets, resident and non-resident women and commuting male students who are not members of the Corps. The following paragraphs provide a brief explanation of the NGC student government, campus organizations, the manner in which resident students are organized for daily living, and some of the basic regulations by which all students are expected to gauge their conduct.

STUDENT GOVERNMENT ASSOCIATION (SGA)

The North Georgia College Student Government Association is composed of elected representatives of each of the classes on campus and executive officers as prescribed by the bylaws and is the ranking student organization on the campus. It is the coordinating body for various student activities, organizations and class elections, and it is a medium for communication between the administration, faculty, and the student body.

CORPS OF CADETS

North Georgia College, being a military college, requires that all resident male students participate in the Corps of Cadets. In order to facilitate administration and training, the Corps is organized into a brigade of two or more battalions, each consisting of three or more companies. Immediately upon reporting to the college, the new cadet is assigned to a company. This unit quickly becomes the focal point for the new cadet's life on campus. It becomes his "home away from home" and provides an immediate social stability in a new environment. It also provides through upperclassmen an opportunity for academic coaching. Additionally, the company provides the structure around which a spirited intramural sports program is developed and implemented. Each company's sports activities are supported by women cheerleaders elected by members of the company. At the end of each academic quarter, the competition between companies of the Corps ends with the designation of Honor Company—that unit receiving the highest combined score in academics, athletics, military training and unit administration.

The "cadet system" of control prevailing within the Corps is a specialized system of student government in which there is extensive, direct, and continuous

involvement of the men students in the management of their own affairs. In this system, the conduct of cadets and most of the activities of the organizations within the Corps are the responsibilities of the cadet officers and non-commissioned officers. Thus, for all students seeking responsibilities and involvement, North Georgia College offers outstanding opportunities in both areas.

All cadets may and are encouraged to compete for leadership positions. In selecting individuals for positions of responsibility, consideration is given to demonstrated interest, motivation, military knowledge, academic standing (minimum requirement: C average), leadership potential and individual conduct records. Eligibility for advancement in rank parallels advancement in academic class standings. For example, non-commissioned officers are selected from the sophomore and junior classes, while cadet commissioned officers are selected from the senior class.

In the performance of their duties, cadet officers and non-commissioned officers are expected to set the example in appearance, conduct, and compliance with college approved Corps regulations and they are expected to enforce these regulations in a fair and impartial manner so as to promote respect, morale and sound discipline. A copy of Corps regulations, known as the Blue Book, is made available to each cadet within the first week after reporting.

Membership in the Corps of Cadets is open to all male students who are admitted to the College, except those whose physical condition, as judged by the College Surgeon and the Commandant acting jointly, is determined to be inconsistent with requirements for normal participation in marching formation and living in cadet dormitories without special assistance, equipment or diet.

All cadets, except first quarter freshmen and a few upper classmen having specifically prescribed duties for a particular time, may wear civilian clothes on or off the campus after 5:00 p.m. While wearing civilian clothes, cadets are expected to use good taste and judgment, and they are required to maintain high standards of neat personal appearance. Except when sports would dictate special clothing, proper civilian dress for a cadet includes shoes with socks, trousers, sport shirt or dress shirt, or coat and tie.

NON-MILITARY MALE STUDENTS

Male students who qualify as bona fide commuters may, if they elect, attend the College in a non-military status. There is, of course, nothing to preclude a bona fide commuter from full participation in the College's military program as a member of the Corps. In fact, all commuters who meet the physical criteria are encouraged to participate. A male student meeting any one of the exceptions listed on page 25 under the section, *Boarding Student Status* may, if he requests, be granted commuter status.

Non-military students are expected to maintain standards of conduct, dress and personal appearance not inconsistent with those prescribed for cadets. The Dean of Students serves as Dean of Men for non-military male students.

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WOMEN'S STUDENT GOVERNMENT ASSOCIATION

Every resident woman student automatically becomes a member of the Women's Student Government Association upon admission to North Georgia College. This is a self-governing organization and each woman is invited and encouraged to become an active participant. Meetings are held periodically for the purpose of promoting the welfare of the women students.

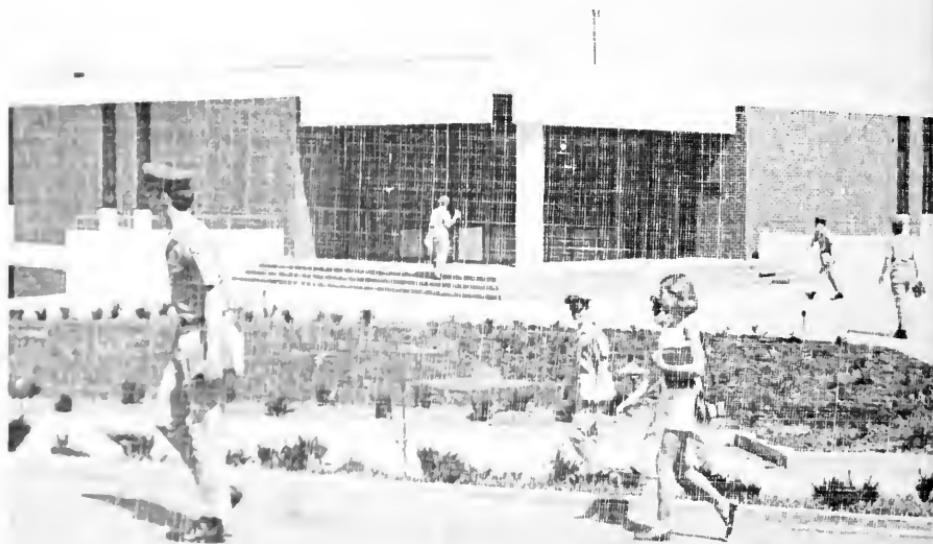
The governing body of the WSGA is the Women's Affairs Board. Its members are elected in a campus-wide election and all disciplinary matters involving infractions of the women's regulations are handled by this board.

Women resident students also elect a House Council which is responsible for governing the residence halls.

The Head Resident acts as an advisor to the House Council.

The rules and regulations governing resident women students are compiled in a handbook. All women students will be given a copy of this handbook upon arrival on campus and will be held responsible for its contents.

All women students have a prescribed dress code which is defined in the *Handbook for Women*. Women are expected to use good taste and judgment in dress and appearance.



COMMUTING WOMEN STUDENTS

Married women and single women living at home are not required to live in college housing. However, any single woman may apply for residence in the dormitories. Married women students may apply for residence in the dormitories on a space available basis.

Commuting women are subject to all appropriate college regulations. The *Handbook for Women* enumerates the women's regulations for which commuters are responsible. Commuting women are responsible directly to the Dean of Women and will report to her when necessary.

N.G.C. STUDENT UNION

The N.G.C. Student Union is the planning and programming body for student activities on the N.G.C. campus. Any student interested in a variety of campus activities can contribute his ideas and talents by actively participating in the Student Union. The Union, located in the N.G.C. Student Center, is not only a building with facilities for student use, but is also a program of student activities planned and executed by enthusiastic students. Six Union Committees: Ideas and Issues, Fine Arts, Music and Entertainment, Koffee House and Recreation, Public Relations, and Cinematic Arts work with many phases of campus life to provide worthwhile educational, social, and cultural programs for the college community. The Union is a laboratory for living and for the education of the whole person.

STANDARDS OF CONDUCT

While the specific rules governing student conduct are spelled out in detail in the Student Handbook, Blue Book, and Women's Handbook, the standards of conduct expected of North Georgia College students are basically those prevailing in any well ordered society comprised of intelligent, moral ladies and gentlemen. Minor infractions of rules are handled within the organizational structure of the Corps of Cadets and Women's Student Government Association. Serious breaches of the standards of conduct or College regulations are referred to the College Discipline Committee by the Dean of Students. This committee is composed of faculty and students and is the primary judicial body on campus.

Violations of a serious nature include drinking or possession of alcoholic beverages on campus, possession or use of illegal drugs and narcotics on campus, stealing, vandalism, cheating, fraud, lying, hazing, violation and/or conviction of state criminal law, violation of a disciplinary restriction, deliberately failing to heed a summons to report to an administrative official or to an instructor, and repeated infractions of rules and regulations which cumulatively indicate an unwillingness or inability to conform to the North Georgia College program.

DISRUPTIVE CONDUCT

The Board of Regents of the University System of Georgia has stated that any student who, acting singularly or in concert with others, obstructs or disrupts, or

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attempts to obstruct, or disrupt, by force or violence, or by threat of force or violence, any teaching, research, administrative, disciplinary, public service or any other activity authorized to be held or conducted on the campus of North Georgia College or on any campus of the University System of Georgia, shall be subject to immediate dismissal.

The words "force" and "violence" shall be construed to include such obstructive and disruptive acts as stand-ins, sit-ins, and lie-ins.

Any student who remains in or refuses to vacate any building on campus of North Georgia College or on the Campus of any institution within the University System of Georgia at a time when such building is normally, usually and customarily closed to students, and after having received notice to vacate from the President of the institution or other officer charged with the custody and control of the building, shall be subject to immediate dismissal.

VEHICLE REGULATIONS

Any student may register and keep a vehicle on campus provided he is qualified to do so under the rules of the State of Georgia and the College. All vehicles parked or operated on campus must be registered with Campus Security. The right of a student to operate and/or possess a vehicle is considered by the College to be a privilege which may be revoked for cause at any time.



STUDENT ORGANIZATIONS, HONORS AND AWARDS

Life at North Georgia College is enriched by a variety of groups and organizations. Some of these organizations encourage and direct the scientific, scholarly, artistic, or humanitarian interests of students and of the faculty and administration. Some provide honorary recognition for achievement. Others are purely social, or combine learned interests with social recreation. No attempt is made in the following section to present a detailed account of all organizations and their activities. Full information is provided in the Student Handbook, distributed to all students at registration.

ORGANIZATIONS

HONORARY ACADEMIC ORGANIZATIONS: Alpha Lambda Delta, Nu Gamma, Sigma Delta Upsilon (Guidons)

HONORARY PROFESSIONAL ORGANIZATIONS: Alpha Psi Omega (Drama), Phi Alpha Theta (History), Phi Beta Lambda (Business)

RELIGIOUS ORGANIZATIONS: Baptist Student Union, Student Religious Union, Wesley Foundation.

GENERAL GREEK LETTER ORGANIZATIONS: Sororities: Two local chapters — Phi Chi Omega and Sigma Lambda Phi. Fraternities: Three national chapters — Pi Kappa Phi, Sigma Phi Epsilon, and Sigma Nu.

MILITARY ORGANIZATIONS: Aggressor Platoon, Association of the United States Army, Blue Ridge Rifles Drill Platoon, Brigade Band, Mountaineering Platoon, Non-Commissioned Officers Club, Rifle Team, Scabbard and Blade.

SPECIAL INTEREST GROUPS: Girls Drill Team, Concert Band, NGC Broadcasters Association, NGC Playmakers, Parachutist Club, Physical Education Club, Radio Communications Club, Rec Clubs, Scuba Club, Soccer Club, Student Education Association, Veterans Club, Women's Rifle Team, Zetontes Altheian.



HONORS AND AWARDS

HONORS LIST

Students who have a grade-point average of 3.0 on a normal academic load will be placed on the Honors List for the succeeding quarter.

An Honors Day program is held during the Spring Quarter in recognition of those students who are on the Honors List for the two preceding quarters.

HONORS PROGRAM

The college offers an honors program in a number of departments. Students demonstrating superior abilities are given the opportunity to enroll in special courses designed to make the maximum use of their capacities.

SENIOR HONORS

A student is graduated Summa Cum Laude if his over-all grade ratio is 3.9; Magna Cum Laude if the grade ratio is 3.45; Cum Laude if the grade ratio is 3.00.

Transfer students who have been in residence for at least the junior and senior years and have established the following grade ratios, may be graduated with senior honors: Summa Cum Laude, 3.9; Magna Cum Laude, 3.7; Cum Laude, 3.25.



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SCHOLASTIC HONOR BARS

In recognition of substantial scholarship, Scholastic Bars as listed below are awarded at a public ceremony in May to members of the various classes who are on the Honors List for three consecutive quarters.

Red Bar to members of the Freshman Class.

White Bar to members of the Sophomore Class.

Blue Bar to members of the Junior Class.

Gold Bar to members of the Senior Class.

BUSINESS ADMINISTRATION ACHIEVEMENT AWARD

Annually, during commencement activities, the Business Administration Club awards a silver medallion to the business administration major graduating with the highest academic standing.

CLARK MATHEMATICS MEDAL

This medal is awarded annually to the student who establishes the highest scholastic average in mathematics above Mathematics 99 and including Mathematics 245.

DISTINGUISHED MILITARY STUDENT (DMS)

Awarded to senior ROTC cadets who possess outstanding qualities of leadership and high moral character, have exhibited a definite aptitude and interest for the military service, and have attained an overall academic standing in the upper half of his college class and in the upper third of his ROTC class. Each cadet designated a DMS may apply for a commission in the Regular Army.

DRAMA AWARD

A cash award is made annually to the coed or cadet who makes a continued outstanding contribution to and achievement in the drama program.

GOOD CONDUCT AWARD

This bar is awarded to cadets at the end of their first year based upon their compliance with regulations formulated by the Professor of Military Science and the Commandant of Cadets.

HAWKINS CITIZENSHIP AWARD

This award in the form of a key is given each year to a graduating senior selected by the entire faculty who has been outstanding in general campus citizenship. The senior's name is engraved on a plaque which remains with the college in honor of those who have been selected.

MERITORIOUS LEADERSHIP ACHIEVEMENT AWARD

The Commanding General, Third U.S. Army, annually awards a Certificate of Meritorious Leadership Achievement to the ROTC student who has demonstrated the most outstanding qualities of leadership during the academic year.

MEYER-RAEBURN AWARD

In memory of Abner A. Raeburn, this award is presented to the cadet who has displayed strong moral and ethical concepts, courtesy in his behavior, and respect for recognized authority.

MILITARY HISTORY AWARD

The Association of the United States Army presents an award annually for excellence in the study of military history in ROTC units.

SILER SCHOLARSHIP PLAQUE

This award is presented annually to that student who has earned the highest quality-point ratio for not less than 75 quarter hours at North Georgia College.

WHO'S WHO IN AMERICAN COLLEGES AND UNIVERSITIES

Members of Who's Who are selected from the Senior Class by a faculty committee on the basis of scholarship; service to the College; contribution to and leadership in campus extra-curricular activities; and spirit and degree of cooperation with administration, faculty, and fellow students in furthering general college policies and ideals.



PERSONNEL SERVICES

COUNSELING AND TESTING SERVICE

The student Counseling Office is devoted almost exclusively to counseling with students on their educational, vocational, and personal problems. These services are available to all students without charge.

ACADEMIC ORIENTATION OF NEW STUDENTS

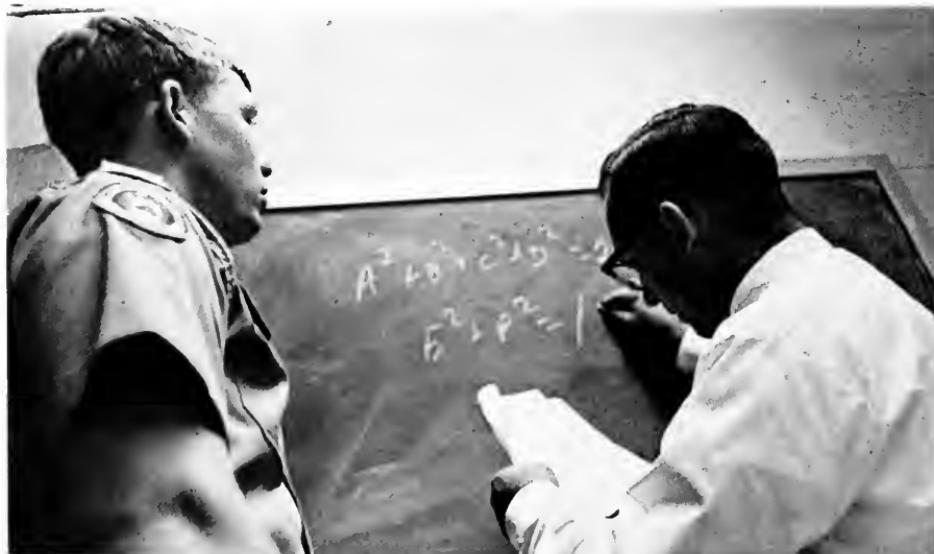
The Academic Orientation of new students is under the direction of the Director of Guidance. Orientation for freshmen prior to and following registration is provided in order that the new student may begin his college experience with the best possible expectations for success and happiness. Faculty advisers, administrative officers, and selected upper-class students carry out a program of academic planning, testing, and social activities.

SELECTION OF COURSES

Students who have selected a major field of concentration at the time of entrance will be assigned to the chairman of the chosen departmental major for assistance in selecting courses each quarter. Students who have not selected a major will be assigned to a faculty adviser. This adviser will assist in the selection of courses and the arrangement of schedules until a decision is made concerning the major field of concentration.

COLLEGE TESTING

All students may be required to submit to testing programs at the direction of the College and/or at the direction of the Central Office of the University System.





ACADEMIC REGULATIONS

ACADEMIC REGULATIONS

It is the responsibility of the student to be familiar with the academic regulations of North Georgia College.

Each student is urged to read the regulations carefully and to seek interpretation from his academic adviser or from the Office of the Dean in the event that there should be any questions.

COLLEGE HONOR

At North Georgia College, a sense of self-respect, dependability, and high honor prevails. Hence, any degree of dishonesty in all areas of academic work, or the giving or receiving of unauthorized help in any quiz, test, or examination is regarded as one of the most serious offenses that can be committed against the honor of the college and the student group.

ACADEMIC CREDITS

Credits are expressed in terms of quarter hours. One quarter hour is the credit given for the work of one hour per week throughout one quarter. A course that is taken five times a week for one quarter is equal to five quarter hours. Laboratory science and some courses in other disciplines carry credit value of one hour for each lecture period and one hour for each required laboratory period.

GRADING SYSTEM

The classroom and laboratory work of all students is graded by letters which may be interpreted as follows:

- A Excellent
- B Above average
- C Average
- D Unsatisfactory, but passing
- F Failure; must be repeated if in a required course
- P Pass (non-credit course)
- NP No Pass (non-credit course)
- I (Incomplete)
- WP (Withdrew Passing)
- WF (Withdrew Failing)

CHANGES IN GRADES

All grade changes must receive the approval of the Dean before they can be recorded by the Registrar. Any grade will be changed upon a written statement by the instructor that the grade reported was in error.

A candidate for graduation who makes a grade of F in his last year in an upper-division course necessary for his degree may have the privilege of one re-examination provided there is no opportunity to repeat the course and the approval of the instructor, the head of the student's major department and the

Dean is secured. Grades in not more than two courses may be changed by this method.

"I" indicates "Incomplete" for the withholding of a grade because of prolonged illness or by the consent of the Registrar or Dean. This grade must be removed within six weeks; otherwise, it automatically becomes "F".

CHANGES IN PROGRAMS OF STUDY

Lower-division study programs are changed only by the permission of the Dean of the College upon recommendation of the Academic Advisor. Upper-division study programs are changed only by written permission from the Head of the Department concerned and the Dean.

Except for very exceptional reasons, all changes in study programs must be made during the first seven days of the quarter. A student who officially withdraws from a course during the first four weeks of the quarter will receive a grade of WP (Withdrawal, passing) or WF (Withdrawal, failing). The courses with grades of WF and F are included in computing grade-point ratio, but grades of WP are excluded.

Withdrawal from a course after the first FOUR weeks results in a grade of F, except in very exceptional cases.

Conflicts in schedules are resolved by the Registrar of the College. Courses cannot be dropped except through recommendation of the student's adviser and approval of the Dean. Students are held responsible for unauthorized changes of schedule which may result in a loss of college credit.

QUALITY POINTS

The value of each grade in quality points per quarter hour is as follows:

- A—4 quality points per quarter hour
- B—3 quality points per quarter hour
- C—2 quality points per quarter hour
- D—1 quality point per quarter hour
- F—0 quality points

The grade-point ratio is the grade average made by a student on all academic work for which he has enrolled. It is obtained by dividing the total number of quality points earned by the total number of academic quarter hours carried.

When courses in which a student has made a grade of D or F are repeated, the hours attempted and earned are counted only once.

For graduation, every candidate for a degree must complete a minimum of 185 quarter hours of academic work. This is exclusive of Basic Military Science and Required Physical Education. The student must have a minimum grade point average of 2.0 on all work presented for graduation, including basic physical education and basic military science.

CLASSIFICATION OF STUDENTS

For enrollment in the Sophomore Class, a student must have passed 45 quarter hours of work; in the Junior Class, 90 quarter hours; the Senior Class, 145 quarter hours.

GRADE REPORTS

At mid-quarter a report is sent to each student at his college address and to the parents or guardians of the freshmen and sophomores. At the close of each quarter, a report of the student's work is sent directly to the parent or guardian.

During the quarter, the Dean may send special notices to parents and guardians of students doing unsatisfactory work.

ORIENTATION WEEK

The first week preceding classes in the Fall Quarter is known as "Orientation Week." All new students are expected to report on the first day of this week for in-processing. The dormitories are open and the noon meal is served in the College dining room.

PLACEMENT TESTS: During Orientation Week all freshmen are required to take general placement tests. These tests aid the administration in its counseling service and facilitates the placing of students in appropriate class sections. Any student without a satisfactory reason for missing a test will be charged \$2.00 for each make-up.

ORIENTATION OF TRANSFERS: Transfer students classified as freshmen are to report to the college at the same time as do other new students. All features of the Orientation Program which apply to beginning freshmen students, with the possible exception of placement tests, apply equally to all new students who come to North Georgia College with an insufficient number of transfer credits to be classified as sophomores.

MINIMUM ACCEPTABLE ACADEMIC PERFORMANCE

The following provisions constitute the minimum scholastic performance, exclusive of the basic military science and required physical education, under which students can remain in the college. A student may, however, be dismissed for deficiencies in scholarship even though not automatically excluded by the following provisions.

(1) A student must earn credit in at least one five-hour course to be eligible to register for the succeeding quarter.

(2) Any student who earns less than ten quarter hours credit and fifteen quality points shall be placed on probation for the following quarter.

(3) (a) After a student has achieved 45 quarter hours and if his grade-point average is below 1.5, his name will be sent to the Academic Review Committee where his academic record will be examined. Upon recommendation of the Academic Review Committee, the student may be placed on academic probation.

(b) After a student has achieved 90 quarter hours and if his grade-point average is below 1.7, his name will be sent to the Academic Review Committee where his academic record will be examined. Upon recommendation of the Academic Review Committee, the student may be placed on academic probation.

(c) After a student has achieved 145 quarter hours and if his grade-point average is below 1.9, his name will be sent to the Academic Review

Committee where his academic record will be examined. Upon recommendation of the Academic Review Committee, the student may be placed on academic probation.

(4) While on academic probation, any student who earns fewer than 10 hours credit and 15 quality points shall not be eligible to register for the following quarter.

(5) If a student remains on academic probation for three successive quarters and fails to remove himself from probation at the end of the third quarter, he will not be eligible to re-enter the following quarter. Should he be permitted to return after one quarter of academic suspension and not remove himself at the end of this quarter, he will be permanently excluded.

(6) A student on probation must remove the probationary status while officially enrolled and attending classes at North Georgia College.

(7) A student on probation at the close of the Spring Quarter must attend Summer School at North Georgia College if he wishes to be enrolled for the Fall Quarter.

(8) Students who fail to meet the above regulations because of illness or because of an approved sub-normal load may receive such special consideration as their cases merit.

(9) If the student has achieved fewer than 45 quarter hours, academic probation is removed by passing 15 quarter hours in one quarter with at least 30 earned quality points in the same quarter.

(10) If the student has achieved 45 quarter hours or more, academic probation is removed under the conditions described in (9) above, together with the added stipulation that he must raise his grade-point average to the level required for the number of hours he has achieved. If he does not make satisfactory progress toward the degree, he may be dropped from the rolls of the college upon recommendation of the Academic Review Committee.

(11) Work undertaken at another institution by a student under academic suspension cannot be transferred at a later date for credit toward a degree at North Georgia College.

(12) After a student has been suspended, it will be necessary that he submit an application for re-admission to the Director of Admissions before his return to the institution can be considered.

STUDENT LOAD

A normal or average schedule for a freshman or sophomore is fifteen hours. This does not include basic military science and physical education.

The normal or average schedule of class work for juniors and seniors is eighteen quarter hours.

A freshman student whose high school record and entrance tests indicate inadequate preparation will be required to carry a reduced load as long as deemed necessary.

NORTH GEORGIA COLLEGE

WORK-LOAD VARIATIONS

A student wishing to carry a schedule other than the normal load may file a written request with the Registrar for:

- (1) Fewer than 10 academic hours, exclusive of Basic Physical Education and Basic Military Science.
- (2) An increase in the normal load when there is difficulty in making up a practical schedule or when a satisfactory program demands it.
- (3) In no case will the college authorize a load in excess of 21 quarter hours, exclusive of Basic Physical Education and Basic Military Science.
- (4) Except for senior students whose schedule is required for anticipated graduation, no overloads will be authorized for students who do not have the 2.0 grade point average.

A student who reduces his load to fewer than five hours, exclusive of basic military science and physical education after the quarter has begun, will be withdrawn from the institution. This regulation does not apply to Special Students.

CLASS ATTENDANCE

Regular class attendance is expected of all students. Excused absences are permitted when emergencies arise and undue hardship is experienced by the student in attending class or assembly. The Commandant of Cadets or the Dean of Women grant permission to men or women students, respectively, to be absent from class or assembly when the student is traveling as a representative of the college; for illness certified by a physician; when there is a critical situation developing within a student's family; and where a student is on special study approved by the Dean or President of the College.

When absences occur, the student is responsible to his or her instructor for making up the work missed.

Each student is allowed one unexcused absence per credit quarter hour. An instructor may reduce a student's grade by not more than two points for each unexcused absence in excess of this number. Should a student have more than two unexcused absences per credit quarter hour, he may be dropped from the class roll with a failing grade.

Students who are unexcused on days of scheduled tests may be allowed to make up these tests if their professor concurs.

Students who cut on a day before or after a scheduled holiday will be subject to a double cut.

This class attendance policy includes class cuts from all academic subjects in which credit hours are given including physical education and military classes. However, this proposal does not include military drill.

ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES

To be eligible for intercollegiate and off-campus extra-curricular activities, the student must pass during the preceding quarter, with an average of C, at least ten of the fifteen hours of a normal course load.

The special eligibility requirements for editor or business manager of student publications is an average of C for the preceding quarter. This applies both for appointment and for continued tenure.

TRANSIENT STUDENT PERMISSION

Any student may apply to the Office of the Registrar in writing for authorization to complete certain courses in another college or university as a transient student. This application must be approved by the Registrar before enrollment in the course. If a major sequence has been chosen, the application must also be approved by the Head of the Department concerned. Transient student permission will not be granted to students on academic probation or for the purpose of repeating courses.



REQUIREMENTS FOR GRADUATION

For interpretation of the requirements for graduation, the student is urged to seek advice from his academic adviser or from the Office of the Registrar. It is the responsibility of the student to be familiar with these requirements for graduation.

CORE CURRICULUM

North Georgia College, as a unit of the University System, has implemented the University System Core Curriculum and all NGC students must fulfill the requirements of the Core Curriculum in order to satisfy requirements for the degree. The Core Curriculum is divided into four basic areas:

- I. Humanities, including, but not limited to, grammar and composition and literature 20 hours
English 101-102 or 105H are required of all students.
The remaining hours may be taken in the following courses: English 203, 204, 205, 206, 207.
Where only one of these is taken the remaining course(s) may be selected from: Fine Arts 252 or any appropriate course in the Modern Languages.
- II. Mathematics and the natural sciences, including, but not limited to, mathematics and a 10-hour sequence of laboratory courses in the biological or physical sciences 20 hours
The following courses may be considered to fulfill the requirements in Math: Math 101, 102, 113H.
The 10-hour science requirement must be taken in sequence and may be fulfilled by any of the following block of courses:
Biology 101-102; Chemistry 101-102 or Chemistry 121-122; Physics 101-102; Physics 223-224; or Physics 223-225.
In order to complete 20 quarter hours, the student may take any additional five-hour course in Biology, Chemistry, Physics, or Math at the 100 or 200 level.
- III. Social sciences, including, but not limited to, history and American Government 20 hours
The following courses may fulfill requirements in this area:
100-200 level courses in History; Political Science 101; Anthropology 100; Psychology 101, 205; Sociology 100, 205; Economics 151, 152.
- IV. Courses appropriate to the major field of the individual student 30 hours

LANGUAGE REQUIREMENTS

Language, where required for the degree, unless so stated elsewhere, should be started by the beginning of the second year. Any language exemptions earned through high school language credit may be allowed for additional electives.

Bachelor of Arts Degree: The modern language requirement is twenty quarter hours in one language.

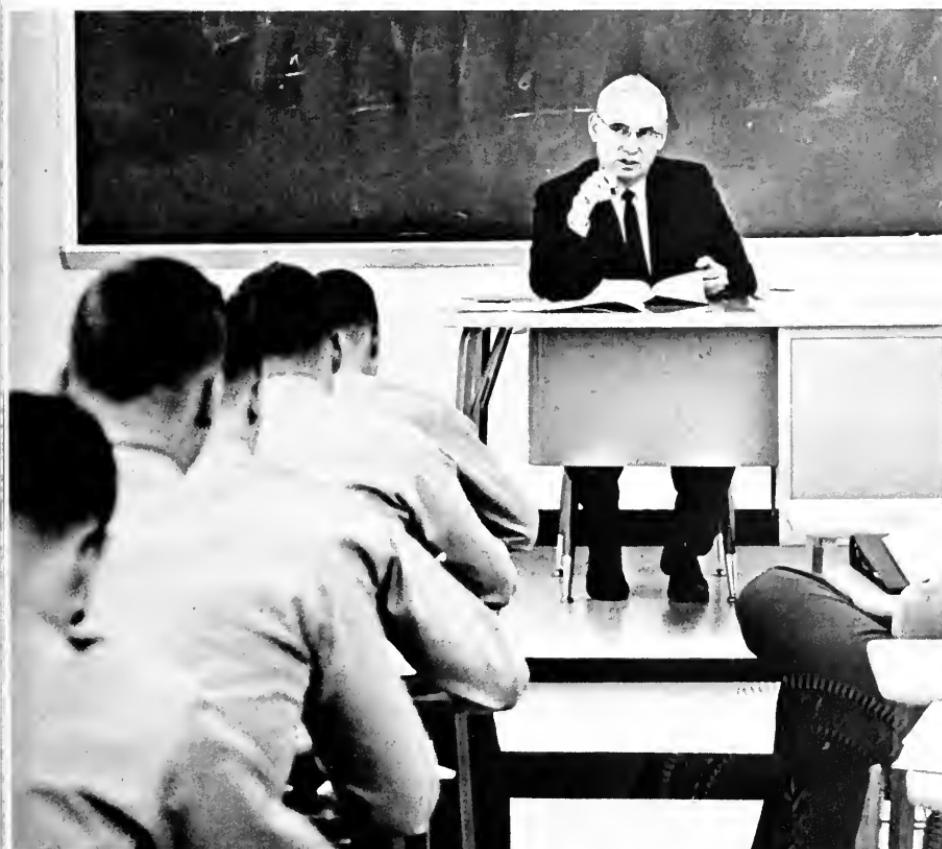
Bachelor of Science Degree with a major in biology, chemistry, mathematics, physics, or psychology: The modern language requirement is fifteen quarter hours in one language.

Bachelor of Science Degree in Business Administration: See Business Administration Requirements.

Bachelor of Social Work: See Social Work Requirements.

Students offering two high school units in a foreign language will be admitted to the third course (211) of that language, thereby reducing the foreign language requirements for such students to ten quarter hours in college (211 and 212). If the student wishes to take the 101 and 102 sequence in his high school language he will receive no credit for these courses.

The student is advised to commence fulfillment of the language requirement as soon as possible. Failure to do so may lead to a delay in graduation, since the sequence of language courses is not offered from the beginning level every quarter, and a failing grade in any given course may therefore delay a student as much as one year in some cases.



MAJORS AND MINORS

By the time a student has accumulated ninety quarter hours credit and 180 quality points, he should have decided upon a major field of study. At least fifty quarter hours credit must be successfully completed in this field. Courses required in the basic curriculum may not be used in the major field of study.

Within the major field and under the direction of the department head, the student selects a departmental major of at least thirty quarter hours and a closely-related departmental minor of at least twenty quarter hours.

The student must maintain a minimum average of 2.00 in his field of study.

In the major field, both required and elective courses must be approved by the student's adviser and by the Dean. The program then becomes a requirement for the degree. All approvals must be in writing and filed in the Office of the Registrar.

No major or minor may be changed without written recommendation from the major professor and approval by the Dean. Such changes will usually not be permitted later than the third quarter of the junior year. The change will probably result in loss of credit required for the degree and may necessitate an additional quarter or more to meet the outlined requirements of the proposed new program.

CANDIDACY FOR THE DEGREE

Membership in the Senior Class does not within itself imply candidacy for the degree. Before the degree can be conferred, all indebtedness to the college must be met and published requirements for the particular degree fulfilled. Responsibility for meeting these requirements rests upon the student, and each candidate should check his program for graduation with the Registrar and also the Dean of the College. A final check with each official should be made at the beginning of the student's last quarter. Formal written application for the degree must be filed with the Registrar at least six weeks before the student expects to complete the outlined degree requirements. Special forms for this application may be secured from the Registrar.

a. For the Bachelor of Arts Degree, the Bachelor of Business Administration Degree, the Bachelor of Science Degree, and the Bachelor of Social Work Degree the student must complete the requirements of the core curriculum, must fulfill the major and minor requirements, and offer sufficient approved elective courses to bring the total number of credit hours to at least 185, excluding basic physical education and basic military science, but to include for all cadets 18 hours in advanced military science.

Married women are excused from basic physical education.

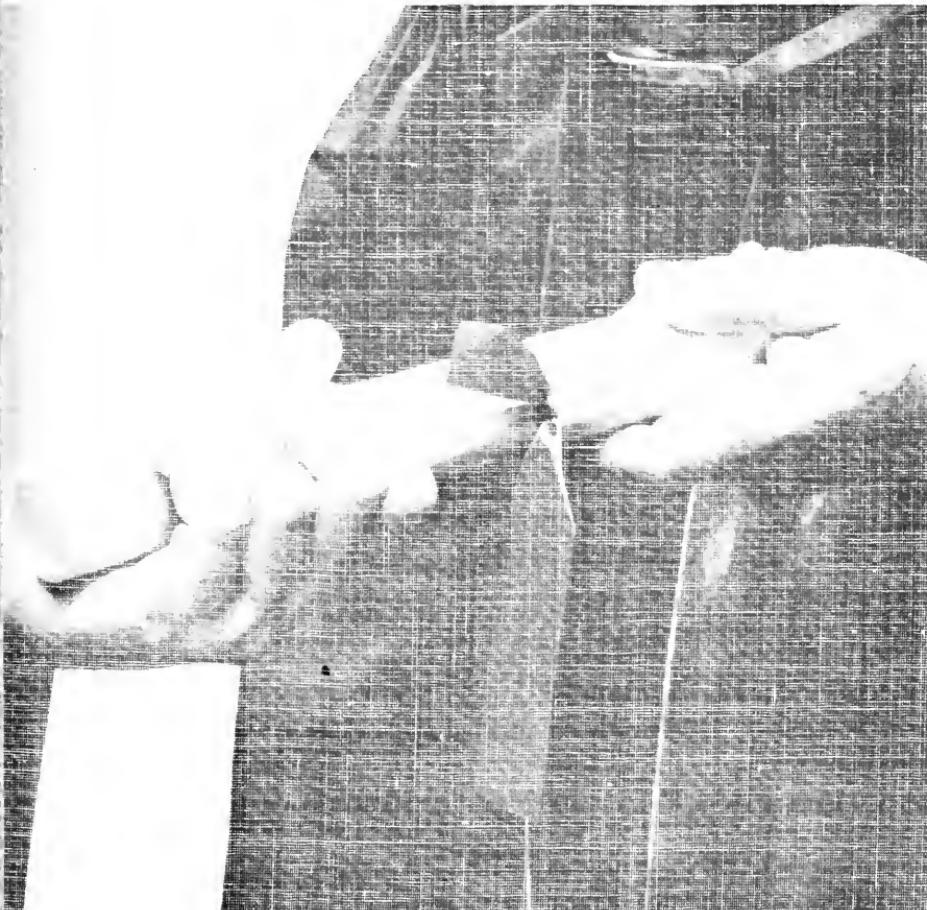
b. A Georgia law requires that all candidates for a degree from an institution supported by public funds shall pass an examination "of the History of the United States and the History of Georgia," and an examination "upon the provisions and principles of the United States Constitution and the Constitution of Georgia." The Social Science Department will administer these examinations upon written request from the student and at such time and place as convenient to the student and the

Department. However, the requirements for instruction in the above areas can be met by satisfactorily completing Political Science 101 (for the state and national Constitutions) and History 100 (for the state and national history).

c. A student must complete a minimum of 45 quarter hours in residence during the three quarters prior to graduation.

d. Graduation depends upon quality of work done as well as quantity. A student must have a minimum grade point average of 2.0 on all work presented for graduation, including basic physical education and basic military science. A minimum average of C must be maintained during the last three quarters, regardless of the number of quality points previously earned. Not more than 25 percent of the credits for graduation may be of D grades.

e. No student may be declared a graduate of the college until all requirements for entrance and for graduation have been met, the degree conferred, and the diploma awarded. Each candidate must be present at graduation unless excused in writing by the Dean.





100



COURSES OF STUDY

COURSES OF STUDY

PRE-PROFESSIONAL PROGRAMS

PRE-LAW: A legal education requires a liberal-arts background of a broad scope. The well prepared beginning law student may have majored in any one of several subject matter areas, but regardless of his major he will have to learn to communicate effectively by written and oral expression. Since the life of the law has been experience, a knowledge of the history of human development is essential. The law is executed through government and a knowledge of political institutions and processes is invaluable. The law is shaped by many social forces, and courses in sociology, psychology, economics and related courses are recommended. In brief, a broad liberal arts program is preferable to a narrow concentration in a few subject matter areas.

Most law schools now require an undergraduate degree for admission. Therefore, during the first two years the pre-law student should concentrate on courses leading to a baccalaureate degree. The pre-law adviser will assist the student in selecting courses from the following:

English (20 hours)	Political Science (5 hours)
Science (15 hours)	Psychology (5 hours)
Math (10 hours)	Military (for cadets)
History (10 hours)	Basic Physical Education
Language (See catalogue requirements on pages 50 and 51)	

The pre-law student is expected to declare a major after the first two years of study.

PRE-MEDICINE: The pre-medical student may earn a degree in any field of concentration offered at North Georgia College. Normally, the pre-medical curriculum requires a minimum of 75 quarter hours of physical science in order to satisfy requirements for admission to medical college. However, pre-medical students are urged to develop strong backgrounds in the humanities and social sciences.

A student may apply for admission to medical college at the end of three years, provided minimum requirements for admission have been satisfied. Preference is given, however, to those students who have completed a baccalaureate program. The pre-medical course of study is provided to allow those students admitted to an accredited medical college at the end of three years to use credits earned during the first year of medical college to complete requirements for a degree from North Georgia College. Students who are admitted to medical college after four years must meet all requirements for a degree at North Georgia College. The pre-medical program is designed to provide counseling and to aid students in preparing for a medical career, and is not an academic major.

Specific courses for the pre-medical student will be assigned by the pre-medical adviser during the freshman and sophomore years. Courses will be assigned by the

student's major professor, with the approval of the pre-medical adviser, during the junior and senior years.

GENERAL EDUCATION REQUIREMENTS:

Physical Education (Basic Military for Cadets); English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Psychology 101; Biology 101-102, 220.

LANGUAGE REQUIREMENT: French or German, 15 hours.

OTHER REQUIREMENTS: Chemistry 121, 122, 123, 204, 331, 332, 333 or 340; Physics 223, 224, 225; Biology 321, 400 or 401; Advanced Military Science (Cadets) (18 hours); History 100*.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

PRE-MEDICAL TECHNOLOGY: North Georgia College offers a standard three year pre-medical technology program. The college is affiliated with several hospitals whose schools of medical technology are approved by the American Society of Clinical Pathologists. After the satisfactory completion of the required year of training in one of these schools and after passing the examination given by the Registry of Medical Technologists, North Georgia College will grant the Bachelor of Science Degree.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Physics 223, 224; Psychology 101; Mathematics 101-102 or 113H.

LANGUAGE REQUIREMENT: German or French 101-102-211 or 211-212.

MAJOR COURSES: Biology 101-102, and five other courses approved by the Head of the Biology Department.

MAJOR FIELD: Chemistry 121, 122, 123, 230, 204 (Chemistry 101-102 may be substituted for 121-122 as determined by placement test).

OTHER REQUIREMENTS: Advanced Military Science (Cadets) (18 hours), and History 100*.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

SENIOR PRE-MEDICAL TECHNOLOGY: A student having completed the program outlined above, and who remains at North Georgia College for the fourth year, should complete a major in biology or chemistry and take other courses as advised by the faculty head of the department in which the student has selected a major. At least 45 quarter hours must be completed during the senior or fourth year.

**TWO-YEAR PRE-PROFESSIONAL
ALLIED HEALTH PROGRAMS**

North Georgia College offers two-year pre-professional work in the following Allied Health programs: Dental Hygiene, Medical Records, Nursing, Physical Therapy, and Radiology. The following courses may be transferred for further work in these disciplines.

DENTAL HYGIENE

GENERAL REQUIREMENTS:

Biology 101, 102; Chemistry 101, 102; English 101, 102 or 105H; English 203, 204 or 205, 206; History 100, 101, 102; Mathematics 101, 102 or 113H; Political Science 101; Psychology 101; Electives 15 hours.

MEDICAL RECORDS

GENERAL REQUIREMENTS:

Biology 101, 102, 220; Chemistry 101; English 101, 102 or 105H; English 203, 204 or 205, 206; Foreign Language 10 hours; History 100, 101, 102; Mathematics 101, 102, or 113H; Political Science 101; Psychology 220; Electives 10-25 hours.

NURSING

GENERAL REQUIREMENTS:

Biology 101, 102, 323; Chemistry 101, 102, 200; English 101, 102, or 105H; English 203, 204 or 205, 206; History 101, 102; Mathematics 101; Political Science 101; Psychology 101; Sociology 100; Electives 20 hours.

PHYSICAL THERAPY

GENERAL REQUIREMENTS:

Biology 101, 102, 323; Chemistry 121, 122, 123; English 101, 102 or 105H; English 203, 204 or 205, 206; History 101, 102; Mathematics 101; Psychology 101; Physics 223; Electives 15 hours.

PRE-DENTAL (TWO YEARS)

The minimum requirements for admission to dental school are at least 90 quarter hours.

GENERAL REQUIREMENTS:

English 101-102 or 105H; English 203-204 or 205-206; Biology 101-102; Math. 101-102; Chemistry 121-122, 230; Physics 101-102 or 123-124; Electives to complete 90 hours.

PRE-PHARMACY (TWO YEARS)

GENERAL REQUIREMENTS:

English 101-102 or 105H; English 203-204 or 205-206; Mathematics 101, 102 or 113H; Chemistry 121, 122, 123; History 100; Political Science 101; Business Administration 151.

OTHER REQUIREMENTS: Biology 101-102; Physics 223, 225; Electives to complete 90 hours.

PRE-FORESTRY

Pre-forestry students should be advised by the Biology faculty from the first year.

DEPARTMENT OF BIOLOGY

MAJOR IN BIOLOGY

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Math. 101-102 or 113H; Political Science 101; Psychology 101; Physics 223, 224 or 225.

LANGUAGE REQUIREMENT: German or French 101-102-211 or 211-212.

MAJOR COURSES: Biology 101-102, 220, 221, 222, 320; any two of the following 321, 326, 401; plus two courses chosen under the direction of the Head of the Department.

MINOR FIELD: Chemistry 121-122 (or 101-102)*, 123 and 331, 332 or 230, 311.

* As determined by Chemistry Placement Test.

OTHER REQUIREMENTS: Advanced Military Science (Cadets) (18 hours); History 100**.

**This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

Biology majors must take the graduate record examination.

A MINOR IN BIOLOGY

A minor in biology consists of Biology 101, 102, 220, 221, 320, and one other course as approved by the Head of the Department. Any deviation from this must be approved by both major and minor professors.

SECONDARY TEACHER EDUCATION PROGRAM IN BIOLOGY

GENERAL EDUCATION REQUIREMENTS:

English 101-102 or English 105H; English 203-204 or English 205-206; History 100 and History 101, 102, 103 (any two); Political Science 101; Psychology 101; Physics 223; General Biology 101-102; Mathematics 101-102.

LANGUAGE: German or French preferred; Spanish. See pages 50 and 51.

AREA OF CONCENTRATION:

Biology: Invertebrate Zoology 220; Botany 221 and 222; Genetics 320; Comparative Vertebrate Anatomy 321; Entomology 325.

Chemistry: General Chemistry 121, 122*; (or 101-102); Qualitative Analysis 123; Organic Chemistry (Brief Course) 230.

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PROFESSIONAL EDUCATION REQUIREMENTS: Education 204 (Introduction to Education); Education 305 (Educational Psychology); Education 311c (High School Curriculum); Education 421c (Methods and Materials for High School Grades); Education 431c (Student Teaching in High School).

OTHER REQUIREMENTS: Physical Education; Basic Military for Cadets; Biology 310a, b, c** and electives to bring total number of credit hours to at least 185 hours.

*Chemistry 101-102 may be substituted for Chemistry 121-122 on the basis of a departmental test.

**A Course in Laboratory Practices. The student serves as a regular departmental laboratory assistant. For each two hours served in the laboratory he receives one quarter-hour credit. One quarter-hour credit will also be earned for one hour of lecture-discussion on laboratory practices and procedures. Ordinarily, the student will earn two quarter-hours per quarter for three quarters.

COURSES IN BIOLOGY

101. GENERAL BIOLOGY. 5 hours
Fall, Winter, Spring and Summer Quarters.

An introductory course presenting the fundamental principles of plant life with special emphasis placed on cellular organization and control and the evolutionary and ecological relationships of the major plant phyla. Laboratory work includes the microscopic study of cell structure and cell division, demonstration of molecular motion in biological systems, and a brief survey of the major plant groups. Four lectures and one, two-hour laboratory per week.

102. GENERAL BIOLOGY. 5 hours
Fall, Winter, Spring and Summer Quarters.
Prerequisite: Biology 101.

A survey of the structural, functional, evolutionary and ecological relationships in the major animal phyla with emphasis on the study of the body systems, inheritance, and development of man. Laboratory work includes a survey of the vertebrates, dissection of a vertebrate, and experiments in human physiology. Four lectures and one, two-hour laboratory per week.

220. INVERTEBRATE ZOOLOGY. 5 hours
Fall and Spring Quarters.

Prerequisites: Biology 101 and 102 or by permission of Head of Department.

This course precedes other upper-level courses in the department. The structure and activities of lower animals will be stressed. The student will acquire dissection techniques and a knowledge of the phylogenetic relationships of the invertebrate animals. Three lectures and two, two-hour laboratory periods per week.

221, 222. BOTANY. 5, 5 hours
Fall and Winter Quarters.

Prerequisite: Biology 101 or by permission of Head of Department.

A survey of the plant kingdom with emphasis upon the economic plants. Botany 221 deals primarily with the structure and physiology of seed-bearing plants. Botany 222, a continuation of Botany 221, places emphasis on development, reproduction, and relationships. Four hours of lecture and one, two-hour laboratory period each week.

301. LOCAL FLORA (Botany). 5 hours
Spring Quarter. Prerequisites: Biology 221 and 222.

A study in identification and recognition of local plants. Three hours of lecture and two, two-hour laboratory periods per week.

310 a, b, c, LABORATORY PRACTICES. (each) 2 hours

A course in Laboratory Practices. The student serves as a regular departmental laboratory assistant. For each two hours served in the laboratory he receives one quarter-hour credit. One quarter-hour credit will also be earned for one hour of lecture-discussion on laboratory

practices and procedures. Ordinarily, the student will earn two quarter-hours per quarter for three quarters.

320.	GENETICS.	5 hours
<i>Winter, Spring, and Summer Quarters. Prerequisite: Biology 102, or by permission of the Head of the Department.</i>		
A study of the principles of heredity in plants and animals, with applications to human heredity. Four lectures and one, two-hour laboratory period per week.		
321.	COMPARATIVE ANATOMY OF THE VERTEBRATES.	5 hours
<i>Winter Quarter. Prerequisite: Zoology 220.</i>		
A course especially for pre-medical students and biology majors, who need preparation for more intensive study of human anatomy. Representative vertebrates will be dissected and studied in the laboratory. Three lectures and two, two-hour laboratory periods per week.		
323.	HUMAN ANATOMY AND PHYSIOLOGY.	5 hours
<i>Fall Quarter. Prerequisite: Biology 220.</i>		
A systematic study of the structure and function of the human body. Laboratory study includes anatomical study of the human skeleton, dissection of the Rhesus monkey, and experiments on the physiology of the muscular, circulatory, respiratory, digestive, and nervous systems. Three lectures and two, two-hour laboratories per week.		
324.	INTRODUCTORY MICROBIOLOGY.	5 hours
<i>Fall Quarter. Prerequisites: Two courses in Chemistry; and Biology 221.</i>		
An introduction to the principles of microbiology. The course is designed for students in the pre-professional medical programs and biology majors. The laboratory phase consists of experiments selected to develop proficiency in the microbiological techniques. Three lectures and two, two-hour laboratory periods per week.		
325.	ENTOMOLOGY.	5 hours
<i>Fall Quarter. Prerequisite: Biology 220.</i>		
A study is made of the insects and related arthropods as they affect the public health and animal and plant industry. This course is planned for biology majors, especially those who may wish to go into public health work. Three lectures and two, two-hour laboratory periods per week.		
326.	ECOLOGY.	5 hours
<i>Spring Quarter.</i>		
A study of plants and animals in their relations to each other and to the physical and chemical factors of the environment. Three lectures and two, two-hour laboratory periods per week.		
326. E.	ECOLOGY FIELD WORK.	1 hour
400.	ANIMAL HISTOLOGY.	5 hours
<i>Winter Quarter. Prerequisite: Biology 321.</i>		
A study of the germ cells and early development stages of vertebrate groups. Laboratory work involves the microscopic study of vertebrate tissues. In addition, each student will use a number of microanatomic techniques to prepare a series of animal tissue slides. Three lectures and two, two-hour laboratory periods per week.		
401.	GENERAL EMBRYOLOGY.	5 hours
<i>Spring Quarter. Prerequisite: Biology 321.</i>		
A study of the germ cells and early development stages of vertebrates. Emphasis is placed on organology of the chick, pig, and man. Three lectures and two, two-hour laboratory periods per week.		
410, a, b, c....	INDEPENDENT STUDIES.	1 hour
Offered on a voluntary basis to qualified biology majors during the junior and senior years by permission of the Head of the Department. The student will pursue advanced study under the supervision of a staff member.		

DEPARTMENT OF BUSINESS ADMINISTRATION

The general purpose of the Department of Business Administration is to provide a program of both liberal and specialized education that will prepare our students for beginning useful careers as business leaders or high school teachers.

The specific purposes of the Department of Business Administration are: 1. To provide the knowledge and analytical techniques that are essential to successful employment after graduation. 2. To develop within the student the ability to work with and to lead others. 3. To prepare students for the successful pursuit of graduate study in business administration, accounting, economics, office management, management, or business education.

BACHELOR OF BUSINESS ADMINISTRATION DEGREE

Students enrolling in the Department of Business Administration have the option of pursuing a program of studies leading to the Bachelor of Business Administration Degree with a major in accounting, economics, management, or secretarial and office administration; or leading to the Bachelor of Science Degree with a major in Business Education; or to an Associate in Secretarial Science Degree; or a One-Year Proficiency Certificate in Secretarial Science.

MAJOR IN ACCOUNTING

Designed to include instruction in basic accounting principles and practices involved in analysis of costs, profits, financial status, and financial trends in an enterprise and to prepare the student for the successful pursuit of a career in private, public, or governmental accounting.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Science, 15 hours; Mathematics 101-102 or 113H.

MAJOR COURSES: Business Administration 302, 340, 350, 360, 362, 380, 385, 390, 395, 420, 425, 426 or 427, 460, 465, and 490.

OTHER REQUIREMENTS: Business Administration 151, 152, 206, 207, and 216; Advanced Military Science (Cadets) (18 hours); History 100* or Business Administration 210.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

MAJOR IN ECONOMICS

The purpose of this program is to equip the student with a broad background in economics so as to provide the foundation for professional careers in business or a basis for graduate study in economics.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Science, 15 hours; Mathematics 101-102 or 113H.

MAJOR COURSES: Business Administration 302, 340, 350, 360, 362, 370, 375, 420, 445, 450, 460, 465, 480, and 490.

OTHER REQUIREMENTS: Business Administration 151, 152, 206, 207, and 216; Advanced Military Science (Cadets) (18 hours); History 100* or Business Administration 210.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses, preferably in foreign language, to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

MAJOR IN MANAGEMENT

This program is structured to provide the student with a background in the broad field of business and industrial management without requiring him to specialize in a particular functional area of management.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Science, 15 hours; Mathematics 101-102 or 113H.

MAJOR COURSES: Business Administration 302, 340, 350, 360, 362, 420, 435 or 430, 460 465, 480, 490, and 495.

OTHER REQUIREMENTS: Business Administration 151, 152, 206, 207, and 216; Advanced Military Science (Cadets) (18 hours); History 100* or Business Administration 210.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

MAJOR IN SECRETARIAL AND OFFICE ADMINISTRATION

The purpose of this program is to prepare students for secretarial and office careers so as to help satisfy the expanding demand for college trained secretarial employees equipped to assume executive responsibilities in the office.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Mathematics 101 or 113H; Political Science 101; Science, 15 hours.

MAJOR COURSES: Business Administration 302, 312, 314, 315, 320, 321, 322, 350, 362, 418, 420, 424, 460, 465, 480, 490, and 495.

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OTHER REQUIREMENTS: Business Administration 151, 152, 206, 207, and 216; Advanced Military Science (Cadets) (18 hours); History 100*.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

MINOR IN ECONOMICS

A minor in economics will consist of Business Administration 151, 152, 350, 370, and 375, or 440 or 445 or 450 or 490.

BUSINESS EDUCATION PROGRAMS

The objective of these programs is to prepare teachers of business subjects for high schools. The program for comprehensive certification is designed to prepare well-qualified teachers of all high school business subjects including shorthand. The program for bookkeeping and business management certification is designed to prepare well-qualified teachers of all high school business subjects with the exception of shorthand. Each program provides an appropriate balance of general education, business administration content, secretarial or clerical skills, and professional education courses. Both programs meet the certification requirements of the State Department of Education, and the graduate will be eligible for the T-4 Certificate.

SECONDARY TEACHER EDUCATION PROGRAM IN BUSINESS EDUCATION FOR COMPREHENSIVE CERTIFICATION

For students wishing to teach high school business subjects, including shorthand.

GENERAL EDUCATION REQUIREMENTS: Physical Education; English 101-102 or English 105H; English 203-204 or English 205-206; History 101, 102, 103 (any two); Political Science 101; Science (A sequence of two courses in Biology, Chemistry, or Physics); Mathematics 101-102 or Mathematics 113H.

PROFESSIONAL EDUCATION REQUIREMENTS: Education 204 (Introduction to Education); Education 305 (Educational Psychology); Education 311c (High School Curriculum); Education 421c (Methods and Materials for High School Grades); Education 431c (Student Teaching in High School).

TEACHING MAJOR REQUIREMENTS: Business Administration 312*-314-315 (Typewriting); Business Administration 321-322 (Shorthand); Business Administration 362 (Business Law); Business Administration 418 (Office Machines); Business Administration 424 (Secretarial and Office Practice).

OTHER REQUIREMENTS: Business Administration 151 (Principles of Economics); Business Administration 206-207 (Principles of Accounting); Business Administration 216 (Business Communications); History 100** (History of Georgia) or Business

Administration 210 (Electronic Data Processing); Business Administration 420 (Business Organization and Management).

ELECTIVES: Advanced Military and electives*** (Cadets), and electives*** (women and non-military men) to provide a total of 189 quarter hours, exclusive of basic military and physical education for the Cadets and 185 quarter hours, exclusive of physical education for women and non-military men.

*Not open to students having more than one year of high school credit in typewriting.

**This requirement may be met by special examination.

***To include two electives from Business Admin. 350, Business Admin. 421, and English 211, or Psychology 101.

SECONDARY TEACHER EDUCATION PROGRAM IN BUSINESS EDUCATION FOR BOOKKEEPING AND BUSINESS MANAGEMENT

For students wishing to qualify to teach high school business subjects other than shorthand.

GENERAL EDUCATION REQUIREMENTS: Physical Education; English 101-102 or English 105H; English 203-204 or English 205-206; History 101, 102, 103 (any two); Political Science 101; Science (A sequence of two courses in Biology, Chemistry or Physics); Math 101-102 or Math 113H.

PROFESSIONAL EDUCATION REQUIREMENTS: Education 204 (Introduction to Education); Education 305 (Educational Psychology); Education 311c (High School Curriculum); Education 421c (Methods and Materials for High School Grades); Education 431c (Student Teaching in High School).

TEACHING MAJOR REQUIREMENTS: Business Administration 312*-314-315 (Typewriting); Business Administration 340 (Mathematics of Business and Economics); Business Administration 362 (Business Law); Business Administration 418 (Office Machines); Business Administration 420 (Business Organization and Management).

OTHER REQUIREMENTS: Business Administration 151 (Principles of Economics); Business Administration 206-207 (Principles of Accounting) and Business Administration 380 (Intermediate Accounting); Business Administration 216 (Business Communications); History 100** (History of Georgia) or Business Administration 210 (Electronic Data Processing).

ELECTIVES: Advanced Military and electives*** (Cadets), and electives*** (women and non-military men) to provide a total of 185 quarter hours, exclusive of basic military and physical education for Cadets and 185 quarter hours exclusive of physical education for women and non-military men.

*Not open to students with more than one year of high school credit in typewriting.

**This requirement may be met by special examination.

***To include two electives from Business Admin. 210, Business Admin. 350, Business Admin. 421, Business Admin. 495, Business Admin. 465, Business Admin. 480, Psychology 101, or Speech 211.

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ASSOCIATE IN SCIENCE DEGREE IN SECRETARIAL SCIENCE

FIRST YEAR

FALL QUARTER		WINTER QUARTER	
	Hours		Hours
Eng. 101 (Grammar and Composition)	5	Eng. 102 (Grammar and Composition)	5
Math 101 (College Math)	5	Psy. 101 (General Psychology)	5
BA 112 (Beginning Typewriting*)	2	BA 114 (Intermediate Typewriting)	2
BA 120 (Beginning Shorthand)	5	BA 121 (Intermediate Shorthand)	5
	17		17

SPRING QUARTER

	Hours
BA 115 (Advanced Typewriting)	2
BA 122 (Advanced Shorthand)	5
BA 118 (Office Machines)	5
Pol. Sci. 101 (American Govt.)	5
	17

SECOND YEAR

FALL QUARTER		WINTER QUARTER	
	Hours		Hours
BA 151 (Principles of Economics)	5	BA 152 (Principles of Economics)	5
BA 206 (Principles of Accounting)	5	BA 207 (Principles of Accounting)	5
BA 216 (Business Communications)	5	Elective	5
	15		15

SPRING QUARTER

	Hours
BA 210 (Data Processing)	5
BA 224 (Advanced Secretarial Practice)	5
Elective	5
	15

Other requirements: One course in physical education each quarter to include Personal Fitness (PE 103) and Swimming (PE 104).

*Students presenting high school credit in shorthand and/or typewriting may substitute other approved courses for such secretarial courses as are replaced.

ONE-YEAR SECRETARIAL SCIENCE PROGRAM

FALL QUARTER

COURSE	Hours
English 101 or Developmental Skills 50* (Grammar and Composition or Remedial English)	5-0
Math 101 or Developmental Skills 52* (College Math or Intermediate Algebra)	5-0
Bus. Adm. 112 (Beginning Typewriting)**	2
Bus. Adm. 120 (Beginning Shorthand)**	5
	17-7

WINTER QUARTER

Course	Hours
Bus. Adm. 206 (Principles of Accounting)	5
Bus. Adm. 216 (Business Communications)	5
Bus. Adm. 114 (Intermediate Typewriting)	2
Bus. Adm. 121 (Intermediate Shorthand)	5
	17

SPRING QUARTER

Course	Hours
Bus. Adm. 210 (Data Processing)	5
Bus. Adm. 115 (Advanced Typewriting)	2
Bus. Adm. 122 (Advanced Shorthand)	5
Bus. Adm. 218 (Office Machines)	5
	17

*Developmental Skills 50 and Developmental Skills 52 are acceptable for the One-Year Proficiency Certificate in Secretarial Science. Students desiring to apply credits toward a college degree must complete English 101 and Math 101.

**Students presenting high school credit in shorthand and/or typewriting may substitute other approved courses for such secretarial courses as are replaced.

COURSES IN BUSINESS ADMINISTRATION

151. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter, and Spring Quarters.

This course provides an introduction to economic analysis by presenting an overall picture of the operation of our economy. Specific topics covered include economic institutions of American capitalism, employment theory, fiscal policy, money and banking, monetary policy, and economic growth.

152. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter, and Spring Quarters. Prerequisite: Business Admin. 151.

A study of economics which concentrates on the determination of prices in competitive and monopolistic markets, distribution of income along functional lines, international trade, and comparative economic systems.

206. PRINCIPLES OF ACCOUNTING. 5 hours

Fall, Winter, and Spring Quarters.

An introductory course in standard accounting practice. Recognized procedures and conventions are used in recording, analyzing and interpreting financial records. Emphasis is placed on the proprietorship form of business organization. Three lectures and two, two-hour laboratories each week.

207. PRINCIPLES OF ACCOUNTING. 5 hours

Fall, Winter, and Spring Quarters. Prerequisite: Business Admin. 206.

A continuation of Business Administration 206 with emphasis on the partnership and corporate forms of business organizations. In addition, manufacturing operations and further analytical processes are studied. Three lectures and two, two-hour laboratories each week.

210. ELECTRONIC DATA PROCESSING AND INFORMATION SYSTEMS. 5 hours

A study of the basic principles of electronic data processing from the point-of-view of their application to the assembling, storing, and processing of business and economic data appropriate to decision making. Problems in management science necessitating the use of the computer will be programmed and processed.

216. BUSINESS COMMUNICATIONS. 5 hours

Fall and Winter Quarters. Prerequisites: English 101 and 102.

Practice in the use of correct and forceful English in writing business letters and reports. Study and analysis of sales, credit, adjustment, application letters and business reports.

302. ECONOMIC GEOGRAPHY. 5 hours

A study of the effects of man's environment on his economic activity. Distribution of the world's physical features, mineral resources, soils, and climates are major topics discussed with emphasis on the world production in agriculture, forestry, mining and manufacturing.

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305. RISK AND INSURANCE.	5 hours
<i>On Demand. Prerequisite: Business Administration 151.</i>	
Studies the nature of risk and the role of insurance in risk management from individual and business viewpoints by considering insurance carriers, contracts, underwriting, and regulation.	
112 -312. BEGINNING TYPEWRITING.	2 hours
<i>Fall Quarter</i>	
An introductory course in typewriting. Major emphasis is given to the techniques of machine operation, speed, accuracy, and continuity and control of movement in the development of usable typewriting skills. Business-letter forms and problem typewriting are introduced.	
114 -314. INTERMEDIATE TYPEWRITING.	2 hours
<i>Winter Quarter. Prerequisite: Business Admin. 312.</i>	
A continuation of Business Administration 312. Further study of the theory and techniques of typewriting, including a thorough study of business-letter forms, tabulated material, and manuscripts. Successful completion of this course requires a speed of 45 words a minute.	
115 -315. ADVANCED TYPEWRITING.	2 hours
<i>Spring Quarter. Prerequisite: Business Admin. 314.</i>	
A continuation of 314. Major emphasis is on the development of speed and accuracy sufficient for vocational use. Successful completion of this course requires a speed of 60 words a minute.	
120 -320. BEGINNING SHORTHAND.	5 hours
<i>Fall Quarter.</i>	
The theory of Gregg Shorthand with sufficient practice to develop skill in taking dictation at a speed of 60 words a minute. Personal use as well as vocational values are emphasized. Credit not given until Business Administration 321 is completed.	
121 -321. INTERMEDIATE SHORTHAND.	5 hours
<i>Winter Quarter. Prerequisite: Business Admin. 320 or equiv.</i>	
A continuation of Business Administration 320. Sufficient practice is provided to develop skill in taking dictation at a speed of 80 words a minute.	
122 -322. ADVANCED SHORTHAND.	5 hours
<i>Spring Quarter. Prerequisite: Business Admin. 321 or equiv.</i>	
A continuation of Business Administration 321. Rapid dictation and transcription are the major objectives. A dictation speed of 100 words a minute is required.	
330. CONSUMER ECONOMICS.	5 hours
<i>Spring Quarter.</i>	
This course is designed for teachers and those students who desire a detailed study of consumer problems. The more important elements of consumer education are reviewed, including consumer goods, consumers' services, buying problems, consumer organization, problems of personal finance, and well-balanced spending programs.	
340. MATHEMATICS OF BUSINESS AND ECONOMICS.	5 hours
<i>Fall and Winter Quarters. Prerequisites: Business Admin. 151, Math 101 and 102.</i>	
A study of mathematical topics which have relevance for students whose major is in one of the management-economic areas. Topics included are linear systems, logarithms, mathematics of finance, and differential and integral calculus.	
350. PRINCIPLES OF MARKETING.	5 hours
<i>Fall and Winter Quarters. Prerequisites: Business Admin. 151 and 152.</i>	
A functional study of market organization designed to introduce the student to the major institutions and basic theories in the field of marketing. Levels of marketing, organizations operations at each level and their functions, price policy, marketing cost, and relative efficiency of various marketing methods are principal topics.	
360. PRINCIPLES OF STATISTICS.	5 hours
<i>Winter and Spring Quarters. Prerequisites: Business Admin. 151 and 152.</i>	
A course in statistical materials and methods with special reference to the economic	

applications of these methods. Topics covered will include collection, tabulation, and presentation of data.

362. BUSINESS LAW. 5 hours

Winter and Spring Quarters.

A study of contracts; sales; bailments; negotiable instruments; the law of employment, partnership, and corporations; and risk-bearing devices. Reference is made to modern legislation affecting business and employers.

370. INTERMEDIATE ECONOMIC ANALYSIS. 5 hours

Fall Quarter. Prerequisites: Business Admin. 151 and 152.

An intensive study of price theory and its uses. Specific topics covered include the theory of demand, the theory of the firm, pricing in competitive and monopolistic markets, and the pricing of economic resources.

375. MACROECONOMIC ANALYSIS. 5 hours

Winter Quarter. Prerequisites: Business Admin. 151 and 152.

An intensive study of the measurement, analysis, and control of aggregate economic activity. The economic principles underlying national income, business cycles, and growth are examined; and particular attention is given to problems involved in formulating economic policies.

380. INTERMEDIATE ACCOUNTING. 5 hours

Fall Quarter. Prerequisites: Business Admin. 206 and 207.

An advanced study of the accounting theory, principles, and procedures of corporate, partnership, and proprietorship forms of business. This includes the fundamental accounting processes, financial statements, working capital items, valuation procedures, current liabilities, investment, and plant and equipment acquisition and use.

385. INTERMEDIATE ACCOUNTING. 5 hours

Winter Quarter. Prerequisite: Business Admin. 380.

A continuation of Business Administration 380. Major emphasis is devoted to accounting for intangibles, long-term debt, corporate capital, paid-in capital, retained earnings, analytical processes, and statements of applications of funds.

390. ADVANCED ACCOUNTING. 5 hours

Spring Quarter. Prerequisite: Business Admin. 385.

A more advanced study of accounting procedures with attention given to the more difficult and specialized phases that arise in consignment, installment sales, larger organizations, consolidations, estates and trusts, and actuarial science.

395. AUDITING. 5 hours

Prerequisites: Business Admin. 206 and 207.

A course in the theory and practice of professional and general auditing. Auditing standards, internal control, government regulation, and formal report writing are other major topics emphasized.

118 -418. OFFICE MACHINES. 5 hours

Prerequisites: Business Admin. 314 or equiv.

An introductory course covering various types of office machines and their use. Students receive instruction and do individual work on adding, calculating, transcribing, posting, direct process and indirect process duplicating machines, and other machines in common use in modern business offices.

420. INDUSTRIAL MANAGEMENT. 5 hours

Spring Quarter.

This course is designed to familiarize students with the functions of the management process. Major emphasis is devoted to planning, organizing, and controlling and their subfunctions. Attention is given to the new techniques and tools of planning including electronic computers.

421. HISTORY AND PHILOSOPHY OF VOCATIONAL AND BUSINESS EDUCATION. 5 hours

This course is designed to acquaint students with the philosophy and principles of vocational education in general and vocational business education specifically; federal financial

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support and other encouragement; organization, administration, and supervision of vocational education.

224-424. ADVANCED SECRETARIAL PRACTICE.

5 hours

Prerequisites: Business Admin. 315 and 322.

This course combines shorthand and typewriting in the transcription of shorthand notes and the development of office proficiency. Activities of the modern office will be observed with emphasis on the principles, procedures, and systems of filing.

425. INCOME TAX ACCOUNTING.

5 hours

Prerequisites: Business Admin. 206 and 207.

A study of federal income tax laws. The various types of returns are studied and emphasis is placed on the determination of income and legal deductions in order to determine taxable net income.

426. COST ACCOUNTING.

5 hours

Prerequisites: Business Admin. 206 and 207.

A study of the theory and practice of accounting for manufacturing and selling costs. Detailed consideration is given to elements of cost—direct labor, direct materials, and factory overhead. Process, job order, and standard cost systems are also emphasized.

427. MANAGERIAL ACCOUNTING.

5 hours

On Demand. Prerequisites: Business Admin. 206 and 207.

A study of the use of accounting as a tool in the decision making process. Major topics covered include budgeting, gross profit, and break-even and cost profit-volume analysis, capital expenditures, and internal profit measurement.

430. MARKETING MANAGEMENT.

5 hours

On Demand. Prerequisites: Bus. Admin. 350 and 420.

A study of various policies and problems requiring decisions by marketing management in the areas of product policy, distribution policies and physical distribution, pricing, advertising, sales promotion, and management of personal selling.

435. PRODUCTION MANAGEMENT.

5 hours

Prerequisite: Business Admin. 420.

The objective of this course is to familiarize the student with the nature and scope of production management in modern industry. The topics emphasized are production planning and scheduling, plant layout, materials handling, inventory control, quality control, and related topics from the point-of-view of both the human and material elements of the production system.

440. INTERNATIONAL TRADE.

5 hours

On Demand. Prerequisites: Business Admin 151 and 152.

A study of economic principles applicable to trade between nations covering such topics as the balance of payments, foreign exchange rate determination, price and income effects on the composition and level of trade, and economic development relating to trade policy.

445. DEVELOPMENT OF ECONOMIC THOUGHT.

5 hours

Prerequisites: Business Admin. 151 and 152.

A study of the development of economic ideas with major emphasis on writers. The purpose of the course is to establish a synthesis of evolving doctrines which have the basis of currently accepted economic theory.

450. PUBLIC FINANCE.

5 hours

Prerequisites: Business Admin. 151 and 152.

A study of the principles and techniques of government debt; specific tax and non-tax revenues; and expenditures at the national, state, and local levels.

460. MONEY AND BANKING.

5 hours

Fall and Winter Quarters. Prerequisites: Business Admin. 151 and 152.

A study of the basic principles and concepts of money and credit and their importance in the present economy. The major topics emphasized are the key role of the commercial banking system in our economy, central banking as a means of expanding and stabilizing the supply of money and credit, monetary theory, monetary and fiscal policies, international banking and finance, and other banking and credit institutions.

465.	BUSINESS FINANCE. <i>Winter and Spring Quarters.</i>	5 hours
	A study of financial organization and management from the standpoint of the chief financial officer of an operating business. Major topics emphasized are choosing a form of organization, planning and managing assets, planning the financial structure, managing short- and intermediate-term funds, managing long-term funds, and valuing business enterprises.	
470.	INVESTMENT MANAGEMENT. <i>On Demand.</i>	5 hours
	The purpose of the course is to provide training in the formulation of investment programs and the determination of policy adapted to the student's individual needs. Topics studied include sources of information for the investor, types of securities, security markets and their operation, movement of security prices, types of industries and their characteristics, analysis of financial statements, and investment principles and safe-guards.	
480.	RETAILING MANAGEMENT. <i>Winter Quarter.</i>	5 hours
	A study of the organization, planning, policies, procedures, problems, and controlling of the various types of retailing institutions. The major topics emphasized include the selection of retailing locations; organization of retailing establishments; merchandising policies and procedures; retailing services; and the selection, training, compensation and supervision of retailing personnel.	
490.	LABOR ECONOMICS. <i>Fall and Winter Quarters.</i> Prerequisites: Business Admin. 151 and 152.	5 hours
	A study of the origin of the labor movement; population and the labor force; organized labor; union organization and management; collective bargaining; and the problems of unemployment, full employment, wage theory and policies, and labor legislation.	
495.	PERSONNEL MANAGEMENT. <i>Winter and Spring Quarters.</i>	5 hours
	A study of the principles and procedures of the recruitment, selection, and placement of a labor force. Treatment of grievances, problems of collective bargaining, compensation policies, merit rating, promotion, transfer and discharge, training and personnel records are emphasized.	
498.	BUSINESS AND ECONOMIC POLICY DECISION PROBLEMS. Prerequisite: Senior Standing in Business Admin.	5 hours
	Offered on a voluntary basis to qualified seniors through the permission of the Head of the Department. Investigation, conducted independently or collectively by small groups of select students under the supervision of a staff member, will involve some of the fundamental problems of policy decision appropriate to the capability and interests of the students concerned.	

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers courses leading to two levels: the professional major and the non-professional major.

THE PROFESSIONAL CURRICULUM IN CHEMISTRY

If a student pursues a professional curriculum major, it is presumed that the student wishes to become a professional chemist. The student is also prepared to enter graduate school in order to secure an M.S. or Ph.D. degree in preparation for a career in chemical research. Since the requirements for a Bachelor of Science Degree in Chemistry are rather demanding, a student should maintain a general average of C+ and a B average in science. If he should not do so, he will be asked to shift to the non-professional degree. The non-professional degree will not prepare the student to enter graduate school in Chemistry.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103; Sociology 100, Psychology 101, Economics 151 and 152, or Anthropology 100 (any two); Mathematics 101-102 or 113H; Chemistry 121-122 or Physics 223, 224.

LANGUAGE REQUIREMENTS: German 101, 102, 211.

MAJOR COURSES: Chemistry 123, 204, 331, 332, 333, 341, 342, 343 and two additional courses at the 400 level approved by the department head.

MINOR FIELD: Biology, Physics or Mathematics (requirements for minor are listed in each departmental offering).

OTHER REQUIREMENTS: Advanced Military Science (Cadets) (18 hours); History 100*; Political Science 101*.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military for Cadets and physical education.

THE NON-PROFESSIONAL CURRICULUM IN CHEMISTRY

This curriculum is designed for those students who wish to study chemistry but who will probably not follow chemistry as a profession in chemical research. Such students might feel that chemistry would contribute toward a related profession. The student may be interested in a pre-medical or pre-engineering career, a military career, a career as a laboratory technician, a career in high school teaching or a career in chemical sales. Although high scholarship is to be sought, the non-professional curriculum is less demanding in breadth of courses in chemistry and mathematics than is the professional curriculum.

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103; Sociology 100, Psychology 101, Economics 151 and 152, or Anthropology 100 (any two); Mathematics 101-102 or 113H; Physics 101-102 or Physics 223-224; Biology 101-102 or Chemistry 121, 122.

LANGUAGE REQUIREMENTS: 15 hours. See pages 50 and 51.

MAJOR COURSES: Chemistry 123, 204, 331, 332, 340 and one other course.

MINOR FIELD: Biology, Physics or Mathematics (requirements for minor are listed in each departmental offering).

OTHER REQUIREMENTS: Advanced Military Science (Cadets) (18 hours); History 100*; Political Science 101*.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military for Cadets and physical education.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science; however, a student may be exempt by examination from Political Science 101, History 100, or both. In this event, the student may substitute approved courses to meet core curriculum requirements in these areas.

SECONDARY TEACHER EDUCATION PROGRAM IN CHEMISTRY

GENERAL EDUCATION REQUIREMENTS:

English 101, 102, or 105H; English 203, 204, or 205, 206; Mathematics 101, 102, or 113H; General Biology 101, 102 or General Physics 101, 102, or 223, 224, or Chemistry 121, Chemistry 122; Political Science 101* and History 100* and 10 hours selected from the following courses; History 101, 102, 103; Sociology 100; Psychology 101; Economics 151 and 152; Anthropology 100.

*A student may be exempt by examination from Political Science 101, History 100, or both. In this event, the student may substitute approved courses to meet core curriculum requirements in these areas.

PROFESSIONAL EDUCATION REQUIREMENTS: Education 204, 305, 311C, 421C, 431C. Education 431C, Student Teaching in the Secondary Grades, is required of all pre-service trainees. Students who have had at least one year of teaching experience may, upon approval of the Head of the Department and the Dean, substitute approved electives for this requirement.

AREA OF CONCENTRATION: Chemistry 123; Analytical Chemistry 204; Organic Chemistry 331, 332; Biochemistry 311; Physical Chemistry 340.

OTHER REQUIREMENTS: German 101, 102, 211, or 211*, 212, or French 101, 102, 211, or 211, 212; Basic Military Science for Cadets—6 hours credit; Physical Education—6 hours credit; Advanced Military Science—18 hours credit.

*Entrance by examination.

ELECTIVES: Students will offer specifically approved electives to bring the total credit hours to at least 185, exclusive of basic military science and physical education.

A MINOR IN CHEMISTRY

A minor in chemistry consists of Chemistry 121, 122, 123, 230 and 311. Any departure from these courses must be with the consent of both the major and minor professors.

COURSES IN CHEMISTRY

101, 102. INTRODUCTORY CHEMISTRY.

5, 5 hours

These courses are primarily for non-science majors or those students who do not have a strong background in high school chemistry, science, and mathematics. Four hours lecture and one laboratory period each week.

121, 122. GENERAL CHEMISTRY.

5, 5 hours

Admission to these courses will be by a standardized placement test and other scores. Normally these two courses would be taken by all science majors. (Note schedule for a minor in chemistry.)

These courses will emphasize theory and mathematical applications more than 101 and 102 and will have a physical chemistry emphasis. Normally the student will have had 3 years of high school mathematics as well as high school physics.

CHEMISTRY 121—Four hours lecture and one laboratory period per week.

CHEMISTRY 122—Four hours lecture and one laboratory period per week.

123. INTRODUCTION TO CHEMICAL ANALYSIS.

5 hours

Prerequisite: Chemistry 122.

Three hours lecture and two laboratory periods per week. The laboratory work of this course will consist of qualitative analysis and a brief introduction to quantitative analysis.

204. QUANTITATIVE ANALYSIS.

5 hours

Prerequisite: Chemistry 123.

The student will perform various volumetric titrations, and a gravimetric sulfate. Such instruments as the pH meter, colorimeter, and X-ray diffractometer will be studied with appropriate experiments performed. Three hours of lecture and two laboratory periods per week.

230. ORGANIC CHEMISTRY. (Brief Course.)

6 hours

Prerequisites: Chemistry 102, or 123.

A short course in organic chemistry. Five lectures and one laboratory per week. This course should meet the requirements of pre-dental, home economics, and medical technology curricula.

311. INTRODUCTION TO BIOCHEMISTRY.

5 hours

Prerequisites: Chemistry 102, or 123.

This course discusses intermediate metabolism and the various classes of compounds involved in those transformations. Four lectures and one laboratory period per week.

331, 332, 333. ORGANIC CHEMISTRY.

5, 5, 5 hours

Prerequisite: Chemistry 123.

These courses are designed to introduce the student to functional groups and their interconversion, the mechanism of chemical reaction, conformational analysis, and stereochemistry. The third quarter includes an introduction to carbohydrates and amino acids, kinetic methods and an introduction to problems of organic synthesis.

CHEMISTRY 331—Fall Quarter: Four lectures and one laboratory period each week.

CHEMISTRY 332, 333—Winter, Spring Quarters: Three lectures and two laboratory periods per week.

340. PHYSICAL CHEMISTRY. (Brief Course)

5 hours

This course is a non-calculus introduction to physical chemistry. Emphasis is placed on the application of physical chemical principles to the life sciences. Four lectures and one laboratory period per week.

341, 342, 343. PHYSICAL CHEMISTRY.

5, 5, 5 hours

Fall, Winter and Spring Quarters. **Prerequisites:** Chemistry 204, three quarters of general physics, two quarters of calculus.

A course presenting the fundamental principles of physical chemistry. Such topics as structure of atoms and molecules, states of matter, thermodynamics, chemical kinetics, and the phase rule are discussed. The laboratory work is integrated with the course work and some

familiarity with recent physio-chemical techniques will be acquired. Four hours lecture and one laboratory period each week.

421. INORGANIC CHEMISTRY. 5 hours

Prerequisite: Chemistry 340 or 341.

An extension of the study of inorganic chemistry begun in general chemistry. The current theories of atomic structure and bonding in complex ions, crystal system, and some descriptive inorganic chemistry will be discussed. Four lectures and one laboratory period per week.

431. INTRODUCTION TO ORGANIC ANALYSIS. 5 hours

The course will be devoted to qualitative organic analysis and will be an extension of the identification done as part of the laboratory work of the basic year course in organic chemistry. Instrumentation such as the infrared spectrophotometer, the ultraviolet spectrophotometer, the gas chromatograph, and other tools will be used to accomplish the stated objectives. Three hours lecture and two laboratory periods per week.

441. INSTRUMENTAL ANALYSIS. 5 hours

The lectures will consist of the discussion of various instrumental methods and applications. Analysis will be carried out using the flame photometer, atomic absorption, X-ray diffraction, and colorimetric methods. Three lectures and two laboratory periods per week.

451. a, b, c. INTRODUCTION TO CHEMICAL RESEARCH. 2, 2, 2 hours

Prerequisite: Chemistry 343.

This course is designed to prepare the student for employment as a research assistant upon the completion of the B.S. degree, or for the research work for an advanced degree. It will consist of one or two lectures or conference hours per week throughout the senior year (9 months), together with an indeterminate amount of unscheduled laboratory work. It is anticipated, however, that the laboratory work will not average less than five hours per week. The subject matter of the lectures will be the technique of research, use of technical reference literature, theory of errors, and analysis of experimental data, and report writing. The laboratory work of the first quarter will consist of exercises in glass-blowing and the construction of glass equipment. In the second and third quarters, the student will be assigned a minor research project on which he will prepare a report.

461. a, b, c. INDEPENDENT STUDY. 1, 1, 1 hour

Topics in the history of Chemistry, a review of certain topics from previous courses, and directed library readings. The student will report his work by class talks and written reports.

471. MOLECULAR STRUCTURE AND SPECTROSCOPY. 5 hours

This course will cover the use of various spectroscopic methods for examining molecular structure. The use of I.R., and X-ray will constitute the basis of laboratory work. Three lecture hours and two three-hour laboratory periods per week.

DEPARTMENT OF EDUCATION

To be eligible to receive a four-year professional teachers' certificate in Georgia one must complete a bachelor's degree program designed to meet the needs of teachers in a specific teaching field and be recommended by the college whose program has been completed. Each teacher-education program must have the approval of the State Department of Education. North Georgia College offers approved programs in:

Early Childhood Education

Education of Auxiliary Personnel

Elementary Education

Junior High Grades Education

Secondary education to include teaching fields in: Business Education; English; Foreign Language—French; Mathematics; Science—Biology; Science—Chemistry; Science—General (Junior High Grades); Science—Physics; Social Science—History; Social Science—Political Science; Behavioral Science—Psychology; Behavioral Science—Sociology.

Course requirements for the elementary and junior high grades programs are found in the Education section of this catalog. Course descriptions of the programs in the teaching fields of secondary education are found in the area of the catalog devoted to that specific academic area.

ADMISSION REQUIREMENTS

In the first quarter of the sophomore year interested students enroll in Education 204, *Introduction to Education*. While a member of this class, every effort is made to expose the students to the nature of the profession of teaching in all of its aspects—philosophical, historial and sociological. As a part of the content of this course, the student is administered the Minnesota Teacher Attitude Inventory (MTAI), which is designed to predict how well the teacher will get along with pupils in interpersonal relationships and, indirectly, how well satisfied he or she will be with teaching as a vocation.

To be eligible for admission to one of the teacher education programs, a student must;

1. Complete Education 204, *Introduction to Education*, with a grade of C or better.
2. Complete 80 or more quarter hours of credit with a quality-point ratio of 2.00 or better.
3. If a transfer student, have completed at least 15 hours of credit at North Georgia College before applying.
4. Possess physical and personal qualities appropriate for teaching.
5. Have a positive attitude toward teaching as a profession.
6. Attach to his teacher-education-application forms a letter recommending admittance signed by the head of the department of his main concentration area (applicable to high school grades).

7. Have completed the Minnesota Teacher Attitude Inventory at North Georgia College.

Admission Procedures

If, after completing the course in *Introduction to Education*, a student decides to make application to one of the programs, two admission forms are obtained from the Head of the Department of Education. These forms are completed and submitted to the Chairman of the Teacher Education Admissions Committee. Transfer students who have completed the *Introduction to Education* course elsewhere can, after having completed a quarter's work at the college, make formal application to enter the teacher education program.

Student Teaching

Student teaching in all programs is usually done during an entire quarter of the senior year, and students are freed from any other course requirement. During this time the student teacher's supervisor visits with her/him regularly. The student teachers do not live on campus during this quarter. A copy of the *Handbook for Student Teachers* will be distributed to all personnel.

September Field Experience

All pre-service Teacher-Education students are expected to participate in teaching experiences in their local schools prior to the beginning of the fall quarter of the junior or senior year. Arrangements for this September field experience are planned jointly by the staff of the Education Department, the student, and the local school concerned. The prospective teacher spends two weeks in a public school in September before the college opens for the fall quarter as a volunteer, non-paid, staff assistant in exchange for the opportunity to observe a school opening, organizing, and beginning the school year's work.

RETENTION IN A TEACHER EDUCATION PROGRAM

One important aspect of the teacher education program is the constant vigilance exercised by the staff involved to insure that standards of quality are maintained.

The following standards must be maintained for continued retention in a program.

1. Compliance with rules and regulations prescribed for all students at North Georgia College.
2. Continuance of an acceptable history of mental, emotional, and physical health.
3. The final successful completion of all professional education courses with an academic grade of C or better. (These courses cannot be taken by correspondence or extension work.)
4. Maintenance of a C average or better in the student's main area of concentration.

GUIDANCE OF TEACHER EDUCATION STUDENTS

The Head of the Department of Education has the responsibility of guiding most students enrolled in teacher education programs throughout their course work. Guidance of students in the high school and grades 1-12 programs will be shared jointly between the Head of the Department of Education and the head of the student's main concentration area. The overall responsibility for the conduct of any teacher-education program rests with the Head of the Department of Education.

MAJOR IN ELEMENTARY EDUCATION

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 1Q1-102 or 105H; English 203, 204, 205, 206, 207 (one or two courses. Where only one course is selected, the student may choose Fine Arts 252 or any appropriate course in Modern Languages); any two courses from the following: History 101, 102, 103, 251, 252, 253; Political Science 101; Psychology 101; Mathematics 101; Biology 101-102 or Chemistry 101-102 or Physics 101-102 plus one additional science course (total 15 hrs. of science).

OTHER REQUIREMENTS: History 100; Speech 211; Psychology 301 or Education 301; Art 210 or Music 205; Sociology 100 or 225; Economics 330.

PROFESSIONAL EDUCATION: Education 204; Education 305; Education 311a; Education 421a; Education 431a.

SPECIALIZED SUBJECTS: Include at least one course marked with an asterisk (*) in each area listed. Art 331*, 252, 432; Health and Physical Education 390*, 421a*; Home Economics 311; Language Arts 308, 320a*, 420*; Mathematics 310*, 311*; Music 306*, 252; Science 332a, 333a, 443, 460*: Social Studies 251*; 320a, 433.

APPROVED ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military for Cadets and physical education.

MAJOR IN JUNIOR HIGH GRADES EDUCATION

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203, 204, 205, 206, 207 (one or two courses. Where only one course is selected, the student may choose Fine Arts 252 or any appropriate course in Modern Languages); any two courses from the following: History 101, 102, 103, 251, 252, 253; Political Science 101; Psychology 101; Mathematics 101; Biology 101-102 or Chemistry 101-102 or Physics 101-102 plus one additional science course (total 15 hrs. of science).

PROFESSIONAL EDUCATION: Education 204, 305, 311b, 331, 421b, 431b. Education 431b (Student Teaching in the Junior High Grades) is required of all pre-service trainees. Students who have had at least a year of teaching experience may, upon approval by the Head of the Education Department and the Dean, substitute Education 441a and 451b or an advanced professional education course.

CONCENTRATION AREAS AND SPECIALIZED SUBJECTS: A student may elect one of three programs of concentration.

PROGRAM NO. 1: Concentration in Social Science and English (20 hours of approved work in each field) plus one course in each of the following specialized subject areas. Additional specialized subject area courses can be included in the concentration field. Art 331; Language Arts 333, 420, 421; Social Studies 251, 320b, 433.

PROGRAM NO. 2: Concentration in Mathematics and Science (20 hours of approved work in each field) plus one course in each of the following specialized subject areas. Additional specialized subject area courses can be included in the concentration fields. Art 331; Language Arts 333, 420, 421; Science 332b; Social Studies 251, 320b, 433.

PROGRAM NO. 3: Concentration in Science and Social Studies (20 hours of approved work in each field) plus one course in each of the following specialized subject areas. Additional specialized subject area courses can be included in the concentration fields. Art 331; Language Arts 333, 420, 421; Science 332b; Social Studies 251, 320b, 433.

OTHER REQUIREMENTS: Art 252 or Art 210 or Music 252 or Music 205; Business Administration 330; Education 302.

APPROVED ELECTIVES:** Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education. Advanced military can be considered in this area.

**Whenever possible to schedule, Math 310 (Introduction to Modern Mathematics for Elementary and Junior High Teachers) or Education 416 (Educational Measurements and Evaluation) should be given preference.

MAJOR IN EARLY CHILDHOOD EDUCATION

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203, 204, 205, 206, 207 or Fine Arts 252 (any two); Speech 211; History 100; History 101, 102, 103 (any two) or two courses from History 251, 252, 253; Mathematics 101-102; Biology 101-102, or Chemistry 101-102, or Physics 101-102 plus one additional science course (total 15 hours of science); Political Science 101; Psychology 101.

OTHER REQUIREMENTS: Psychology 301 or Education 301; Sociology 100 or 225; Economics 330.

PROFESSIONAL EDUCATION: Education 204; Education 305; Education 311f; Education 412; Education 419; Education 421f; Education 431a.

SPECIALIZED SUBJECTS: Include at least one course from each group below. One course marked with an asterisk (*) must be included in each group. Art 331*, 252, 432; Health and Physical Education 390*, 420*; Home Economics 311; Language Arts 308, 320*, 420*; Mathematics 310*, 311*; Music 306*, 252; Science 332a, 333a, 443*, 460*; Social Studies 251*, 320a, 433.

APPROVED ELECTIVES: Students will offer specifically approved electives to bring the total number of credit hours to at least 185, exclusive of basic military for cadets—and physical education.

MAJOR IN GENERAL SCIENCE EDUCATION

GENERAL EDUCATION REQUIREMENTS:

English 101-102 or 113H; English 203-204 or 205-206; Mathematics 101-102 or 113H and one additional science or mathematics course; Biology 101-102 or Chemistry 101-102 or 121-122 or Physics 101-102; Political Science 101; History

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100 or 200 level courses (any one) and 10 additional hours from History 100-200 level courses; Sociology 100, 205; Psychology 101; Economics 151, 152; Anthropology 100.

CONCENTRATION AREA: Biology, 220, 221; Chemistry 121, 122; Physics 223, 224, 225; plus 20 additional quarter-hours in science as approved.

PROFESSIONAL EDUCATION: Education 204; Education 305; Education 311b; Education 421b; Education 431b.

OTHER REQUIREMENTS: Physical Education; Basic Military (Cadets); History 100*; Education 302.

ELECTIVES: Students will offer specifically approved electives to bring the total number of credit hours to at least 185, exclusive of basic military and physical education.

COURSES IN EDUCATION

201. SELECTED TOPICS FOR AUXILIARY PERSONNEL. 5 hours

A survey of topics of special interest to auxiliary personnel who are preparing to work in public schools. Topics include reading, mathematics, media, child development, physical education, and writing. In addition to classroom instruction in the special topics, practical experience in public school classrooms is provided.

204. INTRODUCTION TO EDUCATION. 5 hours
Fall, Winter and Spring Quarters.

The primary purpose of this course is to furnish guidance to prospective teachers. Teaching is a profession and will be carefully analyzed. Students will study and evaluate their own abilities and traits as attributes of the teacher's personality. An overview of the American public school system will be presented. Laboratory work is scheduled.

301. CHILD DEVELOPMENT. (See Psych. Courses.) 5 hours

302. PSYCHOLOGY OF ADOLESCENCE. (See Psych. Courses.) 5 hours

303. HUMAN GROWTH AND DEVELOPMENT. 5 hours

A study of the development of the human from the prenatal period through adolescence. Focuses on the role played by maturation and experience in the social, emotional, intellectual, moral, and physical development of the individual. Includes genetic and environmental influences on the development of the person. Educational practices considered in relation to their effect on the development of children. Treats the relationship of learning and learning theory on classroom teaching and planning. Observation and study of children in public school required two hours weekly.

305. EDUCATIONAL PSYCHOLOGY. 5 hours
Winter and Spring Quarters.

Emphasis is placed on learning; its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Weekly laboratory experiences in teaching-learning situations will be held.

311 a. ELEMENTARY SCHOOL CURRICULUM. 5 hours
Fall Quarter.

In this course consideration will be given to problems in planning for and executing appropriate learning experiences for the children of elementary grades. Directed observation in selected schools is required. Class, including laboratory, meets ten hours in each week.

311 b. CURRICULUM FOR JUNIOR HIGH GRADES. 5 hours
Fall Quarter.

In this course consideration will be given to problems in planning for and executing appropriate learning experiences for the children of grades seven through nine. Directed

observation in selected schools is required. Class, including laboratory, meets ten hours each week.

311 c. CURRICULUM FOR THE HIGH SCHOOL GRADES. 5 hours
Fall Quarter.

This course is designed to give students an overall view of the curriculum of the high school. Objectives and content of the curriculum are discussed from the standpoint of teaching. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

311 d. ART EDUCATION CURRICULUM. 5 hours

In this course consideration is given to problems in planning for and executing art experiences from kindergarten through high school. Special consideration will be given to the role of the art supervisor in the total curriculum of the public school. Direct observation and teaching is required. Class, including laboratory, meets ten hours each week.

311 e. MUSIC EDUCATION CURRICULUM. 5 hours

Current practices and problems in planning for and executing appropriate learning experiences in general music and performance oriented groups from kindergarten through high school will be studied. Field experience and observation is required. Class, including laboratory, meets ten hours each week.

311 f. CURRICULUM FOR EARLY CHILDHOOD EDUCATION. 5 hours

Principles and practices for planning learning activities for pre-school and primary grades. Directed observation in selected schools is required. Class, including laboratory, meets for ten hours each week.

401. EDUCATIONAL MEDIA. (On Demand) 5 hours

The psychological principles underlying the use of audio-visual equipment and materials will be discussed. Some laboratory work will be included.

403, 404, 405. PROBLEMS IN EDUCATIONAL PSYCHOLOGY. 2, 2, 2 hours
(On Demand)

Research done independently or in groups on problems pertinent to the field. Open to Senior departmental majors and in-service teachers.

406, 407, 408. PROBLEMS IN CURRICULUM AND METHODS. 2, 2, 2 hours
(On Demand)

Research done independently or in groups on problems pertinent to the field. Open to Senior departmental majors and in-service teachers.

412. THE YOUNG CHILD IN THE HOME AND COMMUNITY. 5 hours

A study of the role of the home, community, and state in the education of the young child. Special emphasis is placed upon working with parents of young children in order to get maximum home reinforcement of the knowledge and skills taught by schools.

415. CREATIVE ACTIVITIES. 5 hours

A course designed to give students experiences in selecting and presenting art activities, stories, finger plays, music, rhythms, woodwork, science and nature experiments in the nursery school.

416. EDUCATIONAL MEASUREMENTS AND EVALUATION. 5 hours

Spring Quarter. Prerequisites: Two courses in education or psychology or equivalent.

Theory of and practice in construction, administration, and interpretation of tests and other measuring devices for mental ability, special aptitudes, scholastic achievement and personality.

417. MENTAL HYGIENE. (See Psych. Courses.) 5 hours

418. PRINCIPLES OF GUIDANCE. 5 hours
Fall Quarter.

A survey of vocational and educational guidance services designed to give a fundamental understanding of the role of guidance in school programs.

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419. PRACTICUM IN THE NURSERY SCHOOL AND KINDERGARTEN. 5 hours
Observation and participation in the campus Nursery School program, with scheduled seminar discussion groups.

421 a. MATERIALS AND METHODS IN THE ELEMENTARY SCHOOL. 5 hours
Fall Quarter.
Basic techniques involved in the effective guidance of the learning of children in the elementary school, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

421 b. MATERIALS AND METHODS IN THE JUNIOR HIGH GRADES. 5 hours
Fall Quarter.
Basic techniques involved in the effective guidance of learners in grades seven through nine, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

421 c. MATERIALS AND METHODS FOR HIGH SCHOOL GRADES. 5 hours
Fall Quarter.
Basic techniques involved in the effective guidance of learners in high school grades and in various instructor materials adapted for use at this level are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

421 d. MATERIALS AND METHODS FOR ART EDUCATION. 5 hours
Basic techniques involved in effective methods in guiding and supervising art programs in the public school from kindergarten through high school. The use of various instructional materials appropriate for the various levels will also be studied. Directed observation and teaching is required. Class, including laboratory, meets ten hours each week.

421 e. MATERIALS AND METHODS FOR MUSIC EDUCATION. 5 hours
Techniques and materials involved in the effective guidance of learners in kindergarten through high school are studied. Field experience and observation is required. Class, including laboratory, meets ten hours per week.

421 f. MATERIALS AND METHODS IN EARLY CHILDHOOD EDUCATION. 5 hours
Materials and methods for teaching the basic techniques involved in the effective guidance of the learning of children in nursery schools, kindergartens, and early elementary grades; survey of current materials of instruction and directed observation of young children and teachers at work. Meets ten hours each week.

430. PSYCHOLOGY OF THE DISADVANTAGED. (See Psych. Courses.) 5 hours

431 a. STUDENT TEACHING IN THE ELEMENTARY SCHOOL*. 15 hours
Winter Quarter. Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.

431 b. STUDENT TEACHING IN THE JUNIOR HIGH GRADES*. 15 hours
Winter Quarter. Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.

431 c. STUDENT TEACHING IN THE HIGH SCHOOL GRADES*. 15 hours
Winter Quarter.

*Observation and participation is accomplished in the appropriate school and grades throughout the day. Gradual induction into the situation will take place, leading to increased responsibilities and, finally, to full time teaching. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference a week will be held with the college coordinator. During the last week of the quarter, at least twelve hours of conference will be held on the college campus. Students will be expected to live in the community where their assigned school is located.

431 d. STUDENT TEACHING IN ART. 15 hours**

COURSES OF STUDY

431 e. STUDENT TEACHING IN MUSIC**.

15 hours

**Observation and participation in teaching in either elementary or high school throughout the day during the quarter. Gradual induction into the situation with increasing responsibility until teaching full time. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference per week will be held with the college coordinator, to be followed by at least twelve hours of conference during the last week of the quarter. Students will be expected to live in the community where the school to which they are assigned is located.

431 f. STUDENT TEACHING IN EARLY CHILDHOOD.

5 hours

441, 442. WORKSHOP FOR ELEMENTARY TEACHERS.

5, 5 hours

(*On Demand.*) Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service elementary teachers with an opportunity to work on instructional problems.

443, 444. WORKSHOP FOR JUNIOR HIGH TEACHERS.

5, 5 hours

(*On Demand.*) Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service teachers of grades seven through nine with an opportunity to work on instructional problems.

445, 446. WORKSHOP FOR SENIOR HIGH TEACHERS.

5, 5 hours

(*On Demand.*) Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service teachers of grades nine through twelve with an opportunity to work on instructional problems.

451 a. ADVANCED WORKSHOP FOR ELEMENTARY TEACHERS*.

5 hours

(*On Demand.*) Prerequisite (toward degree requirements only): Education 441a or the approved equivalent.

451 b. ADVANCED WORKSHOP FOR JUNIOR HIGH GRADES TEACHERS*.

5 hours

(*On Demand.*) Prerequisite (toward degree requirements only): Education 441b or the approved equivalent.

*Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of teachers in elementary grades or grades seven through nine. The remainder of the day may be spent in a specialized course offered by the workshop staff.

454. FOUNDATIONS OF EDUCATION.

5 hours

(*On Demand.*)

A study of the historical, sociological, economic, psychological, and philosophical foundations of education. Teachers aides or in-service teachers may take this course in lieu of Education 204.

SPECIALIZED COURSES FOR ELEMENTARY AND JUNIOR HIGH GRADE TEACHERS

ART

331. ELEMENTARY ART (See page 91.)

5 hours

332. SECONDARY SCHOOL ART (See Page 92.)

5 hours

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HEALTH AND PHYSICAL EDUCATION

311.	NUTRITION EDUCATION (See page 99.)	5 hours
390.	HEALTH EDUCATION (See Page 114.)	5 hours
420 a.	PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. (See page 114.)	3 hours
420 b.	PHYSICAL EDUCATION FOR THE JUNIOR HIGH GRADES. (See page 114.)	3 hours

LANGUAGE ARTS

308.	CHILDREN'S LITERATURE.	5 hours
The reading and evaluation of books for children. Discussed in the course are sources of information about children's books, children's interests in reading, the work of important authors and illustrators, and problems in the guidance of reading.		
333.	JUVENILE LITERATURE.	5 hours
Reading and study of the various types of literature for young people, as well as a study of appropriate reading programs for junior high school pupils, are included in this course.		
320 a.	LANGUAGE ARTS FOR THE ELEMENTARY GRADES.	3 hours
<i>Spring Quarter.</i> This course provides for individual diagnosis and correction of problems in the student's handwriting, spelling, oral and written expression. Consideration is given to the study of appropriate techniques and materials for the teaching of reading, handwriting, spelling, and oral and written expression in the elementary school.		
420.	READING IN THE ELEMENTARY AND JUNIOR HIGH GRADES.	5 hours
An intensive study of reading skills. The role of readiness, vocabulary development, phonics, and word recognition as each is related to comprehension will be studied. Students will be required to participate in the teaching of reading in the public schools. Required of elementary education majors prior to student teaching.		
421.	THE ANALYSIS AND CORRECTION OF READING DISABILITIES.	5 hours
<i>Prerequisite: Language Arts 420.</i> Causes of reading disability; methods of diagnosis; procedures and materials for corrective work, group and individual. A minimum of two hours per week will be devoted to teaching a child to read or in the reading laboratory.		

MATHEMATICS

310.	INTRODUCTION TO MODERN MATHEMATICS FOR ELEMENTARY AND JUNIOR HIGH TEACHERS I. (See Page 103.)	5 hours
311.	INTRODUCTION TO MODERN MATHEMATICS FOR ELEMENTARY AND JUNIOR HIGH TEACHERS II. (See Page 103.)	5 hours

MUSIC

205.	MUSIC HISTORY AND APPRECIATION. (See Page 94.)	5 hours
252.	FINE ARTS. (See Page 95.)	5 hours
306.	MUSIC FOR THE ELEMENTARY GRADES. (See Page 95.)	5 hours

CIENCE

32 a. BIOLOGY FOR THE ELEMENTARY SCHOOL. 3 hours

Spring Quarter.

A course designed to enable elementary teachers to better understand how organisms reproduce and maintain themselves. Demonstrations and experiments suitable for elementary classrooms will be performed.

32 b. BIOLOGY FOR THE JUNIOR HIGH GRADES. 3 hours

Spring Quarter.

A course designed to develop in junior high grades teachers ecological concepts and understanding pertaining to organisms. Demonstrations and experiments suitable for use in grades seven through nine will be performed.

33 a. PHYSICAL SCIENCE FOR THE ELEMENTARY SCHOOL. 5 hours

Spring Quarter.

A course dealing with the everyday aspects of physics, chemistry, and astronomy as they might need to be explained by the elementary teacher with little specific training in the physical sciences. The work will include demonstrations and suitable experiments that can be performed with materials available in the average elementary and home situation.

33 b. PHYSICAL SCIENCE FOR THE JUNIOR HIGH GRADES. 5 hours

Fall Quarter.

A course concerning the everyday aspects of physics, chemistry, and astronomy for teachers of grades seven, eight, and nine. In addition to content the class members will be encouraged to prepare and present related demonstrations applicable to teaching situations at his level.

43. EARTH SCIENCE FOR THE ELEMENTARY AND JUNIOR HIGH SCHOOLS. 4 hours

Spring Quarter.

In this course the earth and the resources it provides will be studied. Elementary concepts of Geology will be introduced. Problems pertaining to the conservation of such resources as oil, water, forests, wildlife and minerals will be emphasized. Three hours of class and two hours of laboratory work weekly.

460. TEACHING ELEMENTARY SCHOOL SCIENCE. 5 hours

An overview of the recently developed methods and materials in the teaching of elementary school science. Emphasis is given to improving the conceptual level in science, to scientific inquiry and to teacher-pupil involvement in the processes of science.

SOCIAL STUDIES

251. WORLD HUMAN GEOGRAPHY. 5 hours

World conditions will be studied with reference to the adaptations made to them by man. The influence of geographical factors on modes of living, types of occupations, social organization and government will be given emphasis.

320 a. SOCIAL STUDIES FOR THE ELEMENTARY GRADES. 5 hours

Winter Quarter.

An integrated social studies course designed for elementary teachers. Consideration will be given to such topics as local government functions; transportation; ways of communications; property rights and responsibilities.

320 b. SOCIAL STUDIES FOR THE JUNIOR HIGH GRADES. 5 hours

Winter Quarter.

An integrated course for teachers in grades seven, eight, and nine. Topics considered include responsibilities of family membership, occupations, labor unions, taxation, and world cultures other than our own.

433. CONSERVATION OF NATURAL RESOURCES. 4 hours

Designed to develop a deeper consciousness of the need for and problems pertaining to the

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conservation of soil, water, forests, and wildlife. Three lectures and one two-hour laboratory weekly.

LIBRARY SCIENCE

301. LIBRARY ORGANIZATION AND ADMINISTRATION. 5 hours

Fundamental aims and functions of library service; basic principles of library administration; role of the library in the school; techniques of budgeting, procedures, and routines; observation visits and field trips are studied. **Open to Juniors and Seniors.**

302. CATALOGING, CLASSIFICATION, AND ORGANIZATION OF RESOURCES 5 hours

The objective of this course is to develop an understanding of the nature and purpose of cataloging and classification and a knowledge of techniques and competence in performance in the bibliographic organization and control of resources. The course is developed by means of readings, lectures, discussions, demonstrations, problems, and laboratory work. **Open to Juniors and Seniors.**

303. SELECTION AND GUIDANCE IN THE USE OF BOOKS AND OTHER PRINT AND NON-PRINT MATERIALS. 5 hours

This course familiarizes the student with methods of evaluation of materials for book selection for a given library or a given grade and reading level; presents sources from which to select books; and assigns problems to emphasize uses of book selection guides, reading lists, as well as uses of all types of non-book materials. **Open to Juniors and Seniors.**

304. THE USE OF BOOKS AND RELATED MATERIALS. 5 hours

Develops the knowledge of reference materials and services in the areas of content, evaluation, organization, and use; laboratory reference with the use of the college library collection. **Open to Juniors and Seniors.**



DEPARTMENT OF ENGLISH

MAJOR IN ENGLISH

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; Two courses from English 203, 204, 205, 206, 207; History 101, 102, 103, (any two); Political Science 101; Psychology 101; Science, 15 hours; Mathematics 101-102 or 113H.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: A total of 45 hours in English courses in addition to those taken as General Education Requirements.

MINOR FIELD: A total of 20 approved hours for those minoring in history, political science, psychology; 25 approved hours for those minoring in economics, mathematics, language; 25 approved hours, plus one course in sociological literature; for those minoring in sociology.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100*.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

LECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

SECONDARY TEACHER EDUCATION PROGRAM IN ENGLISH

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; two courses from English 203, 204, 205, 206, 207; History 101-102-103 (any two); Political Science 101; Psychology 101; Science—a ten-hour sequence; Mathematics 101-102 or 113H.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: A total of 45 hours in English course in addition to those taken as General Education Requirements. These should include English 303, 306, 307 or 350, 401, and any three of the following: 302, 309, 315, 440, 460, 480, 490, 495.

PROFESSIONAL EDUCATION: Education 204, 305, 311c, 421c, 431c.

OTHER REQUIREMENTS: Language Arts 333; History 100*; Speech 211 or Drama 210. Music 252 or Art 252 or Music 205 or Art 210; Advanced Military Science for Cadets (18 hours).

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

LECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

MINOR IN ENGLISH

A minor in English consists of four (4) courses, 20 hours, from English 300 and 300 level advanced courses. Either English 307 or English 350, but not both, may be taken for credit toward the minor.

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COURSES IN ENGLISH

50.	DEVELOPMENTAL ENGLISH. <i>Summer and Fall Quarters.</i>	Non-Credit
	A course designed to meet the needs of those students who show on a placement test that they are not adequately prepared for English 101.	
101.	GRAMMAR AND COMPOSITION.	5 hours
	The study of basic English grammar with emphasis on intensive composition.	
102.	COMPOSITION. Prerequisite: English 101.	5 hours
	Students undertake extensive composition with particular attention to organization, coherence, etc.	
105 H.	HONORS ENGLISH. <i>Fall Quarter.</i>	5 hours
	Students who have high entrance scores and who qualify by writing an acceptable theme may be placed in a special course to cover their freshman English needs in one quarter. Any student not doing satisfactory work in English 105H may be changed to the regular English 101 not later than two weeks after the beginning of the quarter.	
203, 204.	A SURVEY OF ENGLISH LITERATURE. <i>Prerequisite: English 102 or 105H.</i>	5 hours
	This course is a chronological study of the works of major British writers from the beginning to the present.	
205, 206.	A SURVEY OF WORLD LITERATURE. <i>Prerequisite: English 102 or 105H.</i>	10 hours
	This course is a survey of World Literature from Homer to the present, with attention to artistic form and currents of thought related to Western Culture.	
207.	CONTEMPORARY AMERICAN LITERATURE <i>Prerequisite: English 102 or 105H.</i>	5 hours
	This course is a study of selected works of American literature of the twentieth century.	
302.	AMERICAN LITERATURE TO 1860.	5 hours
303.	AMERICAN LITERATURE FROM 1860 TO THE PRESENT.	5 hours
306.	SHAKESPEARE.	5 hours
	A study of selected representative comedies, chonicles, and tragedies, with emphasis on tragedies.	
307.	ADVANCED ENGLISH GRAMMAR.	5 hours
	A comprehensive study of English grammar, including historical and descriptive aspects, diagramming of sentences.	
309.	THE NOVEL.	5 hours
	Studies in the development of prose fiction from the Eighteenth Century to the present.	
315.	MODERN DRAMA.	5 hours
	A study of the work of Modern dramatists, beginning with Ibsen.	
350.	ADVANCED COMPOSITION.	5 hours
	A systematic study of English rhetoric with emphasis on organization, development, and precise written expression. Included in the course will be a careful study of contemporary non-fiction.	
401.	HISTORY OF THE ENGLISH LANGUAGE.	5 hours
	An introduction to the study of linguistics and its elements with special reference to the development of modern English from its beginnings to the present.	
440.	ENGLISH LITERATURE TO 1500.	5 hours
	A survey of English literature from its Anglo-Saxon beginnings to the English Renaissance. Emphasis is on Chaucer.	

60. **ENGLISH RENAISSANCE.** 5 hours
A survey of non-dramatic English literature from 1500 to the Restoration. Emphasis is on
penser and Milton.

80. **ENGLISH LITERATURE OF THE EIGHTEENTH CENTURY.** 5 hours
A general survey of prose and poetry from Pepys to the early Romantic writers.

90. **ENGLISH LITERATURE OF NINETEENTH CENTURY ROMANTICISM.** 5 hours
A study of Romanticism with emphasis on the major poets.

95. **ENGLISH LITERATURE OF THE VICTORIAN ERA.** 5 hours
A study of the major writers of the period in both prose and poetry. A general study of
ocial conditions in England from 1832 to 1900.

FINE ARTS DEPARTMENT

The Fine Arts Department includes courses of study in the areas of Visual Arts, Music, Speech and Drama. A Bachelor of Arts degree is offered in Craft Design. A Bachelor of Science degree is proposed in Art Education and Music Education. These proposed degrees are being developed with final approval pending. Any student may minor in Fine Arts with an emphasis in either Art, Music, or Drama.

MAJOR IN CRAFT DESIGN

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203, 204, 205, 206, 207 (one or two courses. Where only one course is selected, the student may choose Fine Arts 252 or any appropriate course in Modern Languages); Mathematics 101; Science (two course sequence of 101, 102 in either Biology, Chemistry, or Physics and on additional 5 hour course in Mathematics or Science); Social Science (four courses are required from Political Science 101, History 101, 102, 103, Sociology 101, Psychology 101 and Economics 151; Anthropology 100; Political Science 101 and at least one course in history are required).

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: Art 101, 102, 103, 104, 105, 106, 107, (any six); Visual Arts Survey 150, 151, 152; Art 310, 315, 320, 340, 345, 360, 365, 370, 380, (any four); Art 410, 415, 420, 480, (any two); Art 440, 441, 442, 443 or 460, 461, 462, 463 or 465, 466, 467, 468 or 470, 471, 472, 473, (any sequence of four); Art 490.

OTHER REQUIREMENTS: Music and/or Drama (any approved 5 hours); History 100*; Advanced Military Science for Cadets (18 hours).

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

North Georgia College reserves the privilege to retain one representative work of art from graduates for its permanent collection.

ELECTIVES: Students will elect four approved courses as electives to bring the total number of credit hours to at least 190 hours, exclusive of Basic Military for Cadets and physical education.

FINE ARTS MINOR IN ALLIED FIELDS

A minor in Fine Arts will concentrate in either Art, Music, or Drama. A program of study will need the approval of the Head of the Fine Arts Department.

EMPHASIS IN ART:

Applied Art Courses	15 hours
Art History	5 hours
Music and Drama	5 hours

TOTAL 25 hours

EMPHASIS IN DRAMA:

Play Production (120)	5 hours
History of Theatre (350)	5 hours
Beginning Act (220) or Advanced Play Production (220)	5 hours
Applied Drama	3 hours
Art and Music	7 hours

TOTAL 25 hours

EMPHASIS IN MUSIC

Applied Music	4 hours
Fundamentals and Theory	7 hours
Music History	6 hours
Art and Drama	<u>8 Hours</u>
	TOTAL 25 hours

COURSES IN ART

All 5 hour Studio Courses will meet two (2) periods per day, five (5) days per week.

101.	ART.	5 hours
	The structure of drawing.	
102.	ART.	5 hours
	Two-dimensional organization.	
103.	ART.	5 hours
	Three-dimensional organization.	
104.	ART.	5 hours
	Structure perception.	
105.	ART.	5 hours
	Color perception.	
106.	ART.	5 hours
	Media Analysis.	
107.	ART.	5 hours
	Material Organization.	
150.	VISUAL ARTS SURVEY.	3 hours
	Prehistoric through Gothic.	
151.	VISUAL ARTS SURVEY.	3 hours
	Gothic through Neo-Classical.	
152.	VISUAL ARTS SURVEY.	3 hours
	Neo-Classical to Present.	
252.	FINE ARTS.	5 hours
	Basic Principles of the Visual Arts, Music and the theatre are exemplified in selected works from each of the disciplines.	
310.	DRAWING.	5 hours
	Anatomical problems of drawing from natural man-made objects.	
315.	PAINTING.	5 hours
	Investigation of painting problems.	
320.	SCULPTURE.	5 hours
	Organization of ideas and technical problems in sculpture.	
331.	ELEMENTARY SCHOOL ART.	5 hours
	Art concepts directed toward the pre-school and elementary grade levels. Studio work will involve basic experimentation with art materials, teaching techniques, and art educational philosophy that can be applied to an elementary school and/or adult art program.	

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332. SECONDARY SCHOOL ART.	5 hours
Art concept directed toward the adolescent and adult age levels. Studio work will involve basic experimentation with art materials, teaching techniques, and art educational philosophy that can be applied to an elementary school and/or adult art program.	
340. GRAPHICS.	5 hours
Organization of ideas and technical problems in printmaking.	
345. LETTERING.	5 hours
Communication problems of calligraphy and letter design.	
350. CONTEMPORARY ART HISTORY.	5 hours
Contemporary art and its development.	
360. TEXTILE DESIGN.	5 hours
Organization if ideas and technical problems involved with the surface enrichment of fabrics.	
365. WEAVING.	5 hours
Organization of ideas and technical problems involved with the construction of fabrics through weaving and knotting.	
370. POTTERY.	5 hours
Organization of ideas and technical problems in clay and pottery making.	
380. PHOTOGRAPHY.	5 hours
Organization of ideas and technical problems of the photographic process.	
410, 411, 412, 413, 414. DRAWING.	5 hours
A sequence of directed studies in drawing.	
415, 416, 417, 418, 419. PAINTING.	5 hours
A sequence of directed studies in painting.	
420, 421, 422, 423, 424. SCULPTURE.	5 hours
A sequence of directed studies in sculpture.	
430. CLASSROOM PROBLEMS IN TEACHING ART.	3 hours
Supervised teaching of art with program planning, motivation, classroom leadership and criticism. Designed for classroom teachers.	
440, 441, 442, 443, 444. GRAPHICS.	5 hours
A sequence of directed studies in printmaking.	
450. NON-WESTERN ART HISTORY.	5 hours
An analysis of art monuments of Non-Western cultures.	
451. RENAISSANCE ART HISTORY.	5 hours
An analysis of art monuments of the Renaissance.	
460, 461, 462, 463, 464. TEXTILE DESIGN.	5 hours
A sequence of directed studies in textile design.	
465, 466, 467, 468, 469. WEAVING.	5 hours
A sequence of directed studies in weaving and knotting.	
470, 471, 472, 473, 474. POTTERY.	5 hours
A sequence of directed studies in pottery.	
480, 481, 482, 483. PHOTOGRAPHY.	5 hours
A sequence of directed studies in photographic design and film design.	
490. SEMINAR AND EXHIBITION.	2 hours
Taken by senior art majors in conjunction with a senior art exhibition and senior criticism of work completed in preparation for a degree in art at North Georgia College.	

191. PROBLEMS IN ART. 5 hours
 Offered to seniors who wish to do special directed studies in art of an advanced nature. Permission from the Head of the Fine Arts Department is required.

COURSES IN DRAMA

101, 102, 103, 104. APPLIED DRAMA. 1 hour
 Assignments in the actual rehearsal, production and performance of plays.

120. PLAY PRODUCTION. 5 hours
 A survey of the combined elements of theatrical production.

210. BEGINNING ACTING. 5 hours
 Speech and movement for the stage as well as basic interpretation.

220. ADVANCED PLAY PRODUCTION. 5 hours
 A continuation of Play Production 120 with special emphasis on play direction, visual design for the theatre, and problems of production.

350. HISTORY OF DRAMA. 5 hours
 A survey of theatre history from the past to the present.

COURSES IN SPEECH

211. SPEECH. 5 hours
 A course designed to help the speaker achieve a type of speaking which is natural, correct, and effective. Open to freshmen by permission only.

212. ARGUMENTATION AND DEBATE. 5 hours
 The theory and practice of argument as a form of communication. The study will include analysis of advertising, propaganda, and other forms of argumentative material and an introduction for formal debate.

COURSES IN MUSIC

030, 031, 032, 033, 034. APPLIED MUSIC SERIES. Non-Credit
 Private instruction for students below freshman level of performance.

100. FUNDAMENTALS OF MUSIC. 3 hours
Fall Quarter.
 An introduction to the rudimental aspects of musical understanding; terminology; motivation; concepts of scale, tonality, rhythm, and harmony.

101. THEORY: ELEMENTARY. 4 hours
Winter Quarter.
 An introduction to harmony through part-writing of triads, sight-singing and dictation are included.

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102. THEORY: ELEMENTARY.

Spring Quarter.

4 hours

Continuation of 101. Triads in inversion and dominant seventh chords are treated through part-writing. Sight-singing and dictation are included.

103. KEYBOARD HARMONY.

Spring Quarter. Prerequisite: Music 101. Simple harmony realized on the piano.

1 hour

117 a, b, c. CLASS VOICE.

Voice production and diction are studied through the use of unison and solo song material.

1 hour a quarter

118 a, b, c. CLASS PIANO.

A course designed for the student who has had no formal instruction in piano. Elementary piano music, technique, and music reading will be included.

1 hour a quarter

*130, 131, 132, 133, 134. APPLIED MUSIC SERIES.

1 or 2 hours

Private instruction on the instruments listed below. A code letter for each instrument will follow the first three digits according to the instrument. These courses may be modified for one or two hour credits for all instruments:

A—Clarinet

K—Organ

S—Trombone

C—Baritone

M—Percussion

V—Trumpet

E—Bassoon

O—Piano

W—Tuba

G—Flute

Q—Saxophone

Y—Voice

I—French Horn

*190a, b, c. CHORUS.

Fall, Winter, Spring Quarters.

1 hour a quarter

Open to all qualified students by audition. The College Chorus rehearses three hours per week and presents performances both on and off campus. Emphasis is placed on exploration of various styles of vocal music.

*191a, b, c. CONCERT BAND.

Fall, Winter, Spring Quarters.

1 hour a quarter

Membership in the concert band is open to all qualified students by audition.

Balanced instrumentation is a factor in accepting new members each quarter. Symphonic band transcriptions and compositions for band will be included in the performance both on and off campus.

200. THEORY: INTERMEDIATE.

Secondary dominant chords and inversions, sight-singing and dictation.

4 hours

201. THEORY: INTERMEDIATE.

Altered chords, sight-singing and dictation.

4 hours

203. THEORY: ADVANCED.

Chromatic harmony, modulation and contemporary harmonic techniques.

3 hours

205. KEYBOARD HARMONY.

Techniques for harmonic accompaniment and modulation.

1 hour

205. MUSIC HISTORY AND APPRECIATION.

Spring Quarter.

5 hours

An introduction to the history of music. Musical language, form, instrumentation, and expression are treated through lectures and the hearing of representative works.

221 a,b. PERCUSSION TECHNIQUES.

Theory and practice in performance on the common percussion instruments.

2 hours

222 a,b. WOODWIND INSTRUMENTS.

Theory and practice in performance on the single and double reed instruments.

2 hours a quarter

223 a,b. BRASSWIND INSTRUMENTS.

Theory and practice in performance on the brasswind instruments.

2 hours a quarter

224 a,b. STRING INSTRUMENT TECHNIQUES.	2 hours a quarter
Theory and practice in performance on string instruments.	
*230, 231, 232, 233, 234. APPLIED MUSIC SERIES.	1 or 2 hours
A continuation of the Applied Music Series. These courses may be modified for one or two hour credits for all instruments.	
252. FINE ARTS.	5 hours
<i>Winter Quarter.</i>	
An orientation to the disciplines of art and music through a systematic study of basic principle and exemplified in selected works.	
256. HISTORY OF MUSIC – TO 1600.	3 hours
A survey designed to acquaint the student with the literature within a historical perspective. Composers, styles, and media are studied.	
257. HISTORY OF MUSIC – 1600 TO 1800.	3 hours
A continuation of Music 256.	
258. HISTORY OF MUSIC – SINCE 1800.	3 hours
A continuation of Music 247.	
301. FORM AND ANALYSIS.	3 hours
Basic principles for the analysis of musical forms.	
302. COUNTERPOINT.	3 hours
The study and composition of Eighteenth Century contrapuntal genres.	
306. MUSIC FOR THE ELEMENTARY GRADES.	5 hours
A course designed to develop in teachers an understanding of child growth through music. Music theory, materials, methods, and problems pertaining to the teaching of music in the elementary school are studied.	
309. TEACHING AND SUPERVISION OF ELEMENTARY SCHOOL MUSIC.	3 hours
Consideration of the role of the music specialist in the elementary school.	
310. INSTRUMENTAL MUSIC IN THE ELEMENTARY SCHOOL.	2 hours
311 e. MUSIC EDUCATION CURRICULUM (See Page 81.)	5 hours
321. CONDUCTING.	2 hours
Basic conducting techniques and score readings for choral and instrumental ensembles.	
322. ADVANCED CONDUCTING.	2 hours
Specialized techniques for conducting instrumental music.	
323. ADVANCED CONDUCTING.	2 hours
Specialized techniques for conducting choral music.	
*330, 331, 332, 333, 334. APPLIED MUSIC SERIES.	1 or 2 hours
A continuation of the Applied Music Series. These courses may be modified for one or two hour credits for all instruments.	
407. (707) CURRENT TRENDS IN MUSIC FOR THE CHILD.	5 hours
Analysis and adaption of current materials and techniques for creating teaching strategies and projects in music from preschool to early adolescence.	
409. COMPOSING AND ARRANGING FOR WIND ENSEMBLE.	2 hours a quarter
A. Foundation and exercises. B. Projects. A study of techniques and instrumentation with an original composition as a final project.	
417. INSTRUMENTAL MUSIC IN THE HIGH SCHOOL.	2 hours
This course considers the organization and administration of instrumental performing groups commonly found in the high school.	

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418. CHORAL MUSIC IN THE HIGH SCHOOL. 2 hours

In this course consideration is given to the organization and administration of the choral program in the high school.

421 e. MATERIALS AND METHODS FOR MUSIC EDUCATION. (See Page 82.) 5 hours

*430, 431, 432, 433, 434. APPLIED MUSIC SERIES. 1 or 2 hours

A continuation of the Applied Music Series. These courses may be modified for one or two hour credits for all instruments.

**NOTE: Students not majoring in music may earn up to twelve quarter hours in applied music, chorus, and/or band. However, no more than six of these hours may apply toward graduation requirements.*

431 e. STUDENT TEACHING IN MUSIC. (See Page 83.)

15 hours



DEPARTMENT OF HOME ECONOMICS

MAJOR IN HOME ECONOMICS—GENERAL CURRICULUM

GENERAL EDUCATION REQUIREMENTS:

English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Mathematics 101 or 113H; Biology 101-102 or Chemistry 101-102; Physics 101, Psychology 101, Economics 151 or Sociology 100.

LANGUAGE REQUIREMENTS: None.

MAJOR COURSES: Home Economics 100, 201, 215, 220, 224, 275, 293, 300, 304, 306, 325, 411, 445, 475, 400, and 490.

MINOR FIELD: None.

OTHER REQUIREMENTS: History 100*; Chemistry 230; Physical Education; Health Education 390, Speech 211, Art 202.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved courses to bring the total number of credit hours to at least 185, exclusive of basic physical education.

MAJOR IN HOME ECONOMICS—FOODS AND NUTRITION CONCENTRATION

GENERAL EDUCATION REQUIREMENTS:

English 101, 102, or 105H; English 203-204, or 205, 206; Mathematics 101 or 113H; Physics 101; Biology 101, 102; Chemistry 101, 102; History 101, 102, 103 (any two); Political Science 101; Psychology 101; Economics 151 or Sociology 100.

LANGUAGE REQUIREMENTS: None.

MAJOR COURSES: Home Economics 120, 201, 215, 220, 275, 293, 300, 304, 306, 311, 312, 340, 387, 391, 400, 401, 405, 409, 411.

MINOR FIELD: None.

OTHER REQUIREMENTS: History 100*; Chemistry 230, Physical Education; English 211; Biology 323; Biology 324.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved courses to bring the total number of credit hours to at least 185, exclusive of basic physical education.

COURSES IN HOME ECONOMICS

100. INTRODUCTION TO HOME ECONOMICS.

2 hours

A course designed to develop understanding and appreciation of the scope of home economics, purposes and trends in the field and includes a survey of opportunities of professional home economists; two lecture hours per week.

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120. CLOTHING SELECTION.

A study of the social, economic, and psychological factors related to individual clothing needs and selections. Open to both men and women.

3 hours

201. SOCIAL CUSTOMS AND CULTURE.

3 hours

Spring Quarter.

North Georgia's "essential military nature" makes unique many problems in the social area which students face now and in future military life or as military wives. Concerns of civilian and military etiquette as they relate to personal development of poise, assurance and know-how that aid students in meeting life's social situations; knowledge of the wider meanings of being a gentleman (including standard of military bearing) or gentlewoman, and some practice in structured social situations, which the armed services officer, an accomplished host or hostess needs, are included in study and practice. The schedule of social events to be carried out in planned evening sessions is provided to give some actual practice of knowledge gained and measurement of student's progress in learning. Two hours of lecture and one, two-hour evening laboratory.

Offered as general elective. Open to men and women.

215. INTRODUCTORY FOODS.

5 hours

Spring Quarter.

A practical course that presents the facts and principles which govern food selection, preparation, and table service, and the basic facts of nutrition, along with their application to individual needs. Field trips to food processing plants and food markets are included. Two lectures and two, three-hour laboratory periods per week.

220. PROBLEMS IN CLOTHING CONSTRUCTION.

5 hours

Winter Quarter.

Course includes clothing selections; emphasis on principles of pattern alterations, fitting, and fundamental techniques in garment construction using the flat pattern. Two lectures and two, three-hour laboratory periods per week.

224. TEXTILES.

5 hours

Fall Quarter.

A study that emphasizes textiles, fibers and fabrics, their properties, structure, manufacturing and wearing qualities from the consumer standpoint; physical and chemical testing for adulterations and fiber content; economic consideration in selection and buying; textile legislation; and recent trends in textiles and developments in the field. Four lectures and one, two-hour laboratory period per week.

275. HOME PLANNING AND FURNISHINGS.

5 hours

Spring Quarter.

A study of the historical decorative movements and period furnishings, and a basic course in evaluation of house plans and furnishings for contemporary family living. Laboratory experiences deal with wood refinishing, upholstery techniques, window treatments, and application of design principles in home planning. Three lectures and two, two-hour laboratory periods per week.

293. EDUCATION FOR MARRIAGE AND FAMILY RELATIONSHIPS.

5 hours

Winter Quarter.

The aim of this course is to give students an appreciation of the family as a unit considering problems in establishing and managing a happy home; to help develop a realistic approach to marriage and family relationships with its problems of adjustments, and to give an insight into one's own hetero-sexual development in order to plan more soundly for marriage and family responsibility. It is the intent that this course be a part of the general education of all students and sufficiently flexible for either sociology or home economics credit.

300. HOUSEHOLD EQUIPMENT.

5 hours

Winter Quarter.

A study of the basic principles involved in the operation of electrical and motor driven appliances used in the home in order to have maximum efficiency; performance and safety in use for all types of household equipment. Students gain from this course the knowledge of criteria that enables them to select, care for and use a variety of types of household equipment efficiently. Four lectures and one, two-hour laboratory period per week.

304. FAMILY MANAGEMENT AND ECONOMICS.	5 hours
<i>Winter Quarter.</i>	
Designed to assist students in gaining an understanding of management problems in the home and with family resources by making the wisest planned use of the total family resources—time, energy, and money; emphasis on family income and problems of distribution. Five lectures per week.	
306. MEAL PLANNING AND TABLE SERVICE.	5 hours
<i>Fall Quarter. Prerequisite: Home Economics 215.</i>	
The choice, purchase, preparation, and service of meals considering the nutritional needs and management of human resources are studied. Lab work involves individual and group projects in entertaining, applicable to family life situations. Two lectures and two, three-hour laboratory periods per week.	
311. NUTRITION EDUCATION.	5 hours
<i>Spring Quarter.</i>	
Course is specifically designed for teachers. Emphasis is on essentials of an adequate diet. Methods of teaching nutrition in primary and secondary grades. Students prepare resource teaching units.	
<i>Not open to majors in home economics.</i>	
312. NUTRITION.	5 hours
A study of changes in digestion and metabolism of foods. Nutritional problems relating to food composition and physiology of body processes explored. Relationship of nutritional food values and costs in feeding the family.	
325. TAILORING.	5 hours
<i>Fall Quarter. Prerequisites: Home Economics 220 and 224.</i>	
Includes advanced construction techniques in handling wool fabrics and blends; couture and custom-made garments; and construction of tailored ensemble from basic muslin pattern. Two lectures and two, three-hour laboratory periods per week.	
340. QUANTITY FOOD PRODUCTION AND SERVICE.	5 hours
<i>Prerequisite: Home Economics 300 and 215.</i>	
Basic food preparation principles applied to large quantity food preparation and service. Experience is provided in the use of institutional equipment in food preparation. Two lectures and two, three-hour laboratory periods per week.	
387. FOOD DEMONSTRATION.	3 hours
Develop materials and food preparation techniques the professional home economist uses in working with out-of-school groups. One lecture and two, two-hour laboratory periods per week.	
391. PRENATAL AND INFANT DEVELOPMENT.	5 hours
<i>Prerequisite: Home Economics 312.</i>	
Care problems of the expectant mother. Study of development of fetus and through first year of child's life. Study of early childhood rearing practices.	
400. HOME MANAGEMENT RESIDENCE.	5 hours
<i>Prerequisite: Consent of the Department Head.</i>	
Course provides actual experience in living in the residence and accepting various responsibilities of homemaking and in applying management principles. Individual and group work provide opportunities for management of resources, conscious decision-making, and group relationships. Experiences include budgeting, buying food, preparing and serving meals, caring for the home, using and caring for equipment and furnishings, and carrying out group activities of both a formal and informal nature.	
401. HOME MANAGEMENT THEORY.	3 hours
A philosophy of management with emphasis on management of human and material resources.	
405. FOOD AND NUTRITIONAL PATTERNS IN VARIOUS CULTURES.	5 hours
A study of food and food customs of selected cultures and the influence of these on dietary patterns of individuals.	

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409.	FOOD SERVICE PRACTICUM. Directed experiences in managerial problems of institutional food service.	5 hours
411.	ADVANCED NUTRITION. Prerequisites: Home Economics 312 and 215. A study of the chemical and physiological processes and functions of specific nutrients in meeting the nutritional needs of the body. Recent research in nutrition is emphasized.	5 hours
445.	DESIGN AND DRAPING. <i>Spring Quarter.</i> Home Economics 220, 224, and 325; may be waived upon consent of instructor. A study of pattern designing and draping techniques used to construct garments. Emphasis on making master pattern using a dress form. Study of artistic effect of color, line, and texture. Two lectures and two, three-hour laboratory periods per week.	5 hours
475.	INTERIOR DESIGN AND DECORATION. <i>Winter Quarter.</i> A study of the basic principles of design with focus on understanding the aesthetic and practical elements that make up a functional home—contemporary trends in furniture design and architecture; and historical and cultural design development of ceramics, metals and textile fabrics as decorative home accessories.	5 hours
490.	NURSERY SCHOOL PRACTICUM. Observation and participation in nursery school program. Supervise program activities for children. Three lectures and four observation hours per week.	5 hours

DEPARTMENT OF MATHEMATICS

MAJOR IN MATHEMATICS

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Science, 15 hours; Psychology 101; Mathematics 101-102 or 113H; Mathematics 151.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: Math. 245, 246, 247, 300, 360, 361, 410, 411, 415*.

MINOR FIELD: See Page 52.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100**.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

*None of these courses may be taken as such unless the grade in each of the prerequisite courses was C or better. Departmental majors are expected to maintain a B average in these courses.

**This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

SECONDARY TEACHER EDUCATION PROGRAMS IN MATHEMATICS

GENERAL EDUCATION REQUIREMENTS:

English 101-102 or English 105H; English 203-204 or English 205-206; Political Science 101; History 101-102; Psychology 101; Mathematics 101 and 102 or Mathematics 113H (not part of major credits); and a 10-hour sequence of courses in a Natural Science.

FOREIGN LANGUAGE: See pages 50 and 51.

COURSES TOWARD THE MAJOR: Normally Mathematics 122, 151, 245, 246, 247, (the analytic-calculus sequences).

PE AND/OR MILITARY SCIENCE: All students are required to take six quarter hours of physical education and/or basic military science for cadets unless excused. Cadets must, in addition, take 18 quarter hours of advanced military science.

PROFESSIONAL EDUCATION: Education 204 (Introduction to Education); Education 305 (Educational Psychology); Education 311c (High School Curriculum); Education 421c (Methods and Materials for High School Grades); Education 431c (Student Teaching in High School).

MATHEMATICS FOR SECONDARY TEACHERS: In addition to the previously listed courses, each student is required to take: Math. 360 (Introduction to Modern Algebra); Math. 361 (Modern Algebra and Matrix Theory); Math. 312 (Geometry for Teachers); Math. 240 (Probability and Statistics) and ten quarter hours of electives from: Math. 250 (Computer Programming and Numerical Analysis); Math. 300 (Differential Equations); Math. 410 (Introduction to Analysis); Math. 411 (Mathematical Analysis); Math. 415 (Elementary Vector Analysis).

ELECTIVES: Additional approved electives must be taken to obtain a minimum of 185 credit hours for graduation.

NORTH GEORGIA COLLEGE

MINOR IN MATHEMATICS

A minor in mathematics consists of the following courses: 245, 246, 247, and any two courses from the 300 or 400 level for a total of five courses beyond the freshman level.

COURSES IN MATHEMATICS

52.	DEVELOPMENTAL MATHEMATICS. <i>(On Demand)</i>	Non-Credit
	Five hours of recitation per week designed to meet the needs of students whose high school transcript or placement score indicates an inadequate mathematical preparation.	
101.	COLLEGE MATHEMATICS I. <i>Fall, Winter, Spring, and Summer Quarters.</i>	5 hours
	A modern introduction to the axiomatic method as applied to the complex field and its substructures. Mathematical induction, function, matrices, determinants, and the solution of linear systems are included.	
102.	COLLEGE MATHEMATICS II. <i>Fall, Winter, Spring, and Summer Quarters.</i>	5 hours
	Theory of equations; permutations, combinations, probability; exponential, logarithmic, and circular functions and their graphs; solution of transcendental equations; identities and De Moivre's Theorem.	
113 H.	ALGEBRA AND TRIGONOMETRY FOR HONOR STUDENTS. <i>Fall Quarter. Prerequisites: Qualifying score on the placement examination and high school Trigonometry.</i>	5 hours
	This course is designed for students whose preparation is such that a review of high school Algebra and Trigonometry is unnecessary. Topics in analytical trigonometry including graphs, identities, equations and complex numbers will be covered. Mathematical induction, the binomial theorem, inequalities, partial fractions, permutations, combinations, probability, and theory of equation will be the areas of emphasis in Algebra.	
122.	ANALYTIC GEOMETRY. <i>Fall, Spring, and Summer Quarters. Prerequisites: Mathematics 101 and 102 or 113H.</i>	5 hours
	The analytic geometry of the point, line, circle and elementary properties of conic sections; transformation of coordinates, polar and rectangular graphs and the simpler transcendental curves and parametric equations with some introduction to three dimensional extensions.	
122 H.	ANALYTICAL GEOMETRY FOR HONOR STUDENTS. <i>Winter Quarter. Prerequisite: Mathematics 113H.</i>	5 hours
	A study of the conic sections, higher plane curves, transcendental curves, rectangular and polar coordinates with an introduction to solid analytics.	
151.	COMPUTER PROGRAMMING. <i>Fall, Winter, Spring, and Summer Quarters. Prerequisites: Ten hours of Math or Math 113H.</i>	2 hours
	Organization and characteristics of digital computers; description and use of programming language; development of algorithms and programs for elementary numerical problems.	
340.	PROBABILITY AND STATISTICS. <i>Winter and Spring Quarters.</i>	5 hours
	A non-calculus introduction to randomness, central tendency, variance, Bayes and Chebyshev's Theorems, correlation and regression, binomial distributions.	
245.	DIFFERENTIAL CALCULUS. <i>Fall and Winter Quarters. Prerequisite: Mathematics 122.</i>	5 hours
	The limit concept of the calculus and its employment in derivatives of algebraic and	

transcendental functions; the applications of derivatives to problems in maxima, minima, rates, and so on.

45 H. DIFFERENTIAL CALCULUS FOR HONOR STUDENTS. 5 hours
Spring Quarter. Prerequisite: Mathematics 122H.

The limit concept and the usual treatment of Mathematics 245 as stated above given in a more thorough manner from a more advanced point of view.

46. INTEGRAL CALCULUS. 5 hours
Winter and Spring Quarters. Prerequisite: Mathematics 245.

This course is a continuation of Mathematics 245 and includes curvature, theorem of mean value, indeterminate forms, formal integration, integration by various devices, and applications to areas, lengths, and volumes.

47. INTERMEDIATE CALCULUS. 5 hours
Spring Quarter. Prerequisite: Mathematics 246.

This course is a continuation of Mathematics 246 covering series, expansion of functions, hyperbolic functions, partial differentiation and multiple integrals.

50. NUMERICAL ANALYSIS. 5 hours
Prerequisite: Math 246.

Numerical solutions to problems in mathematics: roots of non-linear equations, zeros of polynomials, interpolation, systems of linear algebraic equations, quadrature, ordinary differential equations with analysis of methods and errors; programming of methods on computer.

52. COMPUTER SCIENCE. 5 hours
(On Demand.) Prerequisite: Math 151.

History of computers; internal representation and handling of numbers; Boolean algebra; computer organization and characteristics; input and output; supervisory (executive) systems; algorithms and flow charting; elements of machine language; a higher-level language.

300. DIFFERENTIAL EQUATIONS. 5 hours
Fall Quarter. Prerequisite: Mathematics 246.

Ordinary differential equations with applications to physics and mechanics.

310. INTRODUCTION TO MODERN MATHEMATICS FOR ELEMENTARY AND JUNIOR HIGH TEACHERS I. 5 hours
Spring and Summer Quarters. Prerequisite: 10 hours of college mathematics or the consent of the Math Department upon the recommendation of the Education Department.

A systematic development of the structure of the real number system from the concept of set through the systems of natural numbers, whole numbers, integers, and rational numbers designed to meet the Level I recommendations of the Committee on the Undergraduate's Program in Mathematics.

311. INTRODUCTION TO MODERN MATHEMATICS FOR ELEMENTARY AND JUNIOR HIGH TEACHERS II. (GEOMETRY.) 5 hours
Spring, Summer Quarters. Prerequisite: 10 hours of college mathematics or the consent of the Math Department upon the recommendation of the Education Department.

A course designed to meet the Level 1 recommendations of the Committee on the Undergraduate's Program in Mathematics in the area of geometry.

*Note: 310 and 311 are offered on alternate years.

312. GEOMETRY FOR TEACHERS. 5 hours
Spring Quarter.

Designed to prepare the student to teach modern secondary-school geometry. Euclidean and non-Euclidean geometries and a study of the secondary-school geometry curriculum and its materials.

360. INTRODUCTION TO MODERN ALGEBRA. 5 hours
Winter Quarter. Prerequisite: Approval by Dept. Head.

An introduction to the number system, groups, field, matrices, and vectors.

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361.	MODERN ALGEBRA AND MATRIX THEORY.	5 hours
	<i>Spring Quarter. Prerequisite: Math 360.</i>	
	An extension of the introductory course to more details and theory on topics such as Boolean Algebra, Groups, Matrices, Determinants, Fields, Rings and Ideals.	
410.	INTRODUCTION TO ANALYSIS.	5 hours
	<i>Winter Quarter. Prerequisite: 10 hours of Math beyond Math 246.</i>	
	An introduction to the real and complex number systems, the basic notions on set theory, the limit concept and continuity, vector analysis, Fourier series and Fourier Integrals.	
411.	MATHEMATICAL ANALYSIS.	5 hours
	<i>Spring Quarter. Prerequisite: Math 410.</i>	
	An extension of the introductory course to those topics normally covered in Advanced Calculus and in the theory of the functions of a real variable.	
415.	ELEMENTARY VECTOR ANALYSIS.	5 hours
	<i>Fall Quarter. Prerequisite: 10 hours of Math beyond Math 245 or the consent of the Department Head.</i>	
	The elements of vector algebra and vector calculus with some space generalizations.	

RELATED MATHEMATICS COURSES

215.	PLANE SURVEYING.	5 hours
	<i>Spring Quarter. Prerequisite: Math 102.</i>	
	This course is designed to give the student a working knowledge of surveying instruments and their care and use. Other areas covered are: field work in chaining, leveling, compass, plane table and transit surveys; office work in calculation from field notes and plane table and transit surveys; and office work in calculation from field notes and map making. This course is given from text notes and library references and will conform to methods and forms in use in good engineering practice. Class meets for three hours of lecture and four hours of laboratory per week.	
350.	DESCRIPTIVE ASTRONOMY.	5 hours
	<i>Winter, Spring, and Summer Quarters.</i>	
	A general study of the celestial sphere and of introductory modern astronomy with some details of our solar system. The course includes laboratory telescope observations and planetarium demonstrations. Four hours of lectures and two hours of laboratory per week.	
301.	METEOROLOGY.	5 hours
	<i>Winter Quarter. Prerequisites: Math 101 and 102.</i>	
	A basic course designed to acquaint the student with the fundamental concepts of meteorology and its relation to other fields of interest. Mathematics will be used when it seems essential to the complete understanding of a concept. Included are such topics as air masses and front, cloud classification, precipitation mechanisms, weather observations, fundamental forecasting theories, and interpretation of weather charts and diagrams.	

DEPARTMENT OF MILITARY SCIENCE

The mission of the Senior Division R.O.T.C. is to produce junior officers who have the qualities and attributes essential to their progressive and continued development as officers in the U.S. Army.

Military instruction and training, through their emphasis on cooperation, responsiveness, loyalty, punctuality, self-confidence, and personal appearance, also provide preparation for the successful pursuit of all worthwhile careers in civilian life.

HISTORY

At the close of World War I, Congress authorized qualified and interested colleges to establish units of Reserve Officers Training Corps. North Georgia College, having been devoted to the ideals of military training since 1873, found itself already in full accord with prevailing national thought.

The record of North Georgia College as a military college, in time of peace as in time of war, has been distinguished. During each consecutive year since 1928, the college has earned a position of high esteem among military colleges.

The General Military Science curriculum was adopted in 1952. Most institutions have now adopted this curriculum. It permits the student a larger choice in selection of the branch of service in which he wishes to serve.

GRADUATION AND THE COMMISSION

Each member of the R.O.T.C. who successfully completes the terms of his contract, receives a degree from North Georgia College, has attained the age of 18 years, has been found physically qualified, and who is recommended by the professor of Military Science as being mentally, morally, and professionally qualified, is commissioned a Second Lieutenant in the United States Army Reserve. The Department of the Army annually authorizes the selection of a number of outstanding students to be designated as Distinguished Military Students (DMS). Cadets so chosen must be in the upper third of their military class and the upper half of their class academically. If they maintain these qualifications, they may be graduated as Distinguished Military Graduates and commissioned as Second Lieutenants in the Regular Army.

DRILLS, PARADES AND REVIEWS

The drill periods normally held on Monday afternoons and selected Saturday mornings during the school year are conducted by Cadet Officers and Non-commissioned Officers under the supervision of the U.S. Army Instructor Group. Ceremonies, consisting of Parades or Reviews, highlight the presentation of awards or the honoring of a distinguished guest.

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ALLOWANCES FROM THE DEPARTMENT OF ARMY:

See Military Uniforms and Allowances, pages 21 and 22.

SUMMER CAMP

Each cadet on contract status is required to attend a six-week, Third U.S. Army R.O.T.C. Summer Camp during the summer between his junior and senior years. The forty-two day training program is designed to supplement campus instruction with field instruction and practical exercises of a nature which cannot be satisfied at North Georgia College because of safety and training area limitations. Transportation cost to and from camp plus pay for attendance at the rate of fifty percent of the base pay of a Second Lieutenant is received by each cadet. While in camp, clothing, subsistence and medical attention are furnished.

ARMY FLIGHT PROGRAM

Flight training is offered at government expense to selected senior military students. The instruction is designed to qualify the student in the basic principles of flying and includes both ground and flight instruction.

Academic credit (5 hours) is given in the Physics Department to those cadets who successfully complete requirements of the Army Flight Program.

R.O.T.C. COURSES

The basic course, general ROTC program is comprised of Military Science I (MS I) and MS II courses in the 100 and 200 series. The advanced course ROTC program, MS III and MS IV, is comprised of 300 and 400 series subjects. MS I and MS II courses meet two classroom hours per week. MS III and MS IV meet three classroom hours per week. In addition, all ROTC courses meet one hour of leadership laboratory each week.

FIRST YEAR—BASIC COURSE—MS I

100. US DEFENSE ESTABLISHMENT I.

Fall Quarter.

1 hour

An introductory course providing the student a general orientation on the purpose and objectives of the ROTC program and the Army organizational structure. Self-reliance and personal responsibilities are emphasized through instruction in basic weaponry, marksmanship, and fundamental individual skills. Initial leadership training as a squad member is accomplished by practical exercise.

101. US DEFENSE ESTABLISHMENT II.

Winter Quarter.

1 hour

A continuation of the MS 100 course with a comprehensive study of the organization, roles, and missions of the Department of Defense, to include the Department of the Army, Navy and Air Force. Leadership development is continued with emphasis on operational knowledge of weapon systems organic to the Division and selected subjects in the military arts required of the junior leader.

102. **MAP READING.** 1 hour
Spring Quarter.
 A course designed to familiarize the student with the principles of map construction and to provide a thorough understanding of map and aerial photograph usage. Instruction includes military and topographic map symbols, reference systems, orientation, resection, intersection and overlays. Emphasis is placed on the ability to accomplish terrain evaluation by map and aerial photograph analysis.

SECOND YEAR—BASIC COURSE—MS II

200. **AMERICAN MILITARY HISTORY I.** 1 hour
Fall Quarter.
 A survey of American Military History from colonial times through the late 1800's. Although major emphasis is placed on American campaigns, early military activities in Europe and Asia are explored to develop the evolution of operational concepts, military organizational structure, and the principles of war. Selected campaigns are studied to relate the principles of war with the strategy and tactics employed. The leadership qualities displayed by principal commanders are evaluated relative to possible influence on the success or failure of the particular campaign studied.

201. **AMERICAN MILITARY HISTORY II.** 1 hour
Winter Quarter.
 A continuation of American Military History I from the late 1800's through the Korean War and Vietnam Conflict. The factors of national power and the concept of national objectives are introduced and considered in relation to their influence on the events of this period. Events are examined in chronological sequence with emphasis on cause and effect.

202. **INTRODUCTION TO TACTICAL OPERATIONS.** 1 hour
Spring Quarter.
 A study of the organization, missions, and capabilities of basic military teams through company level. The fundamentals of offensive and defensive operations, control measures, movement, communications, and troop leading procedures are discussed in detail. Emphasis is placed on the planning sequence and decision making process. An understanding of map usage and military geography is required.

THIRD YEAR—ADVANCED COURSE—MS III

300. **FUNDAMENTALS OF LEADERSHIP.** 3 hours
Fall Quarter.
 A study of the responsibilities and basic qualities of a leader with emphasis on individual initiative. Theory and practical work are combined by developing principles and techniques through examination of individual and group leadership problems common to small organizations. Also included is study of the decision making process involving command and staff relationships, an organized approach to evaluating and problem solving and the translation of problem solutions into clear and concise instructions.

301. **THE MILITARY TEAM.** 3 hours
Winter Quarter.
 A study of tactical operations at battalion and brigade level. The principles of war; fundamentals of offensive, defensive, and retrograde operations; and the organization, mission, and capabilities of the Army division are reviewed. This course is designed to teach the student the considerations in determining adequate combinations of combat, combat support, and combat service support to insure success in the various types of combat operations. The coordination and sequence of actions of the commander and various staff officers in planning these operations are emphasized. Map exercises are used as a teaching vehicle.

302. **METHODS OF INSTRUCTION.** 3 hours
Spring Quarter.
 A study of the process and procedures involved in planning, presenting and evaluating military instruction. An understanding of fundamentals is developed by examining the stages of instruction, speech techniques, use of training aids, and evaluation of testing procedures. The practical application of teaching principles is emphasized by student preparation and

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presentation of an assigned subject. Also included is discussion of the roles and missions of the various branches of the Army.

FOURTH YEAR—ADVANCED COURSE—MS IV

400. **FUNCTIONS OF COMMAND AND STAFF.** 3 hour

Fall Quarter.

A study of command and staff relationships, staff structure and functions, and the close correlation between military command and staff responsibilities in comparison with business management, line and staff principles and relationships. The obligations, responsibilities, and relationships of Army Officers are examined with emphasis on leadership and management problems encountered in military law. Continued stress is placed on developing a disciplinary approach to the process of problem solving and on the ability to communicate decisions clearly and concisely.

401. **LEADERSHIP AND MANAGEMENT.** 3 hour

Winter Quarter.

Analysis of selected leadership and management problems encountered in the operations of small and large military organizations. Army management procedures are examined and related to comparable procedures found in any well-managed business enterprise of similar size. Specific areas studied include communications, administration, logistics and readiness.

402. **WORLD CHANGE AND MILITARY IMPLICATIONS.** 3 hours

Spring Quarter.

The contemporary world scene is evaluated in relation to potential impacts on leadership and management problems of the military services. Significant geographical areas are examined with respect to national and international power structures and interests. Particular problem areas are assigned for analysis, presentation, and discussion by student groups.

350/450. **INDEPENDENT STUDY.** 3 hours

Prerequisite: Permission of PMS

A supervised research project under the supervision of an instructor. Study project may be selected by the student with approval of the instructor or may be directed. Subject areas will require independent research and analysis concerning military problems or historical examples of significance. May be taken in lieu of or in addition to other Military Science courses with permission of PMS. However, more than 18 hours advanced military science will not be applicable to degree requirements.



DEPARTMENT OF MODERN LANGUAGES

MAJOR IN FRENCH

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Mathematics 101-102 or 113H; Science, 15 hours (to include a two-course sequence of 101, 102 in either Biology, Chemistry, or Physics).

LANGUAGE REQUIREMENTS: French 101, 102, 211, 212.

MAJOR COURSES: 30 hours from French 301, 302, 315, 350, 351, 417, 418, 495, 496, 497.

MINOR FIELD: See Page 52.

OTHER REQUIREMENTS: English 401; Advanced Military Science for Cadets (18 hours); History 100*; German 101, 102, 211 or Spanish 101, 102, 211 (if a second language is not elected as a minor); Psychology 101.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

STUDY ABROAD: By arrangement of the University System of Georgia Study Abroad Program, students who have attained Junior status may spend from one quarter to one full academic year in France at the University of Dijon. All course work taken under this program is fully accredited at North Georgia College.

A MINOR IN LANGUAGES

A minor in languages is available in French, German, and Spanish. A minor consists of courses 211-212, plus three advanced courses in one language. Russian 301-302 may be taken in conjunction with other languages, provided one 300-400 course is taken in another language.

SECONDARY TEACHER EDUCATION PROGRAM IN FRENCH

GENERAL EDUCATION REQUIREMENTS:

English 101-102, 205-206; Mathematics 101, 102; Science (two courses in the sequence 101-102 in either Biology, Chemistry, or Physics); History 100*; History 101, 102, 103 (any two); Political Science 101; French 101, 102, 211, 212.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

PROFESSIONAL EDUCATION REQUIREMENTS: Education 204, 305, 311c, 421c, 431c.

OTHER REQUIREMENTS: Physical Education; Basic Military for Cadets; Fine Arts 252; Advanced Military Science for Cadets; and the three basic courses (101, 102, 211) in either German or Spanish.

AREA OF CONCENTRATION: A total of thirty hours from French 301, 302, 315, 350, 351, 417, 418, 495, 496, 497.

ELECTIVES: To be selected from relevant areas by consultation between student and adviser
The number of electives taken will bring the total number of credit hours to at least
185, exclusive of military for cadets and physical education.

COURSES IN FRENCH

101 - 102.	ELEMENTARY FRENCH.	10 hours
	<i>101: Fall Quarter. 102: Winter Quarter.</i>	
	An audio-lingual introduction to French, using the language laboratory and covering the basic grammar and reading. Not credited for duplication of high school units.	
211.	FRENCH GRAMMAR REVIEW.	5 hours
	<i>Fall, Spring Quarters.</i> Prerequisite: French 102 or two years of High School French.	
	Review of grammar with continued conversation and reading.	
212.	FRENCH CONVERSATION AND READING.	5 hours
	<i>Winter Quarter.</i> Prerequisite: French 211.	
	Reading of standard texts with stress on oral expression and comprehension.	
301.	FRENCH LITERATURE AND CULTURE.	5 hours
	Prerequisite: French 212 or permission of the Department.	
	An introduction to the chief French authors through the Eighteenth Century. Instructional lectures and readings are provided on French customs and culture.	
302.	FRENCH LITERATURE AND CULTURE.	5 hours
	Prerequisite: French 212 or permission of the Department.	
	An introduction to the chief French authors of the Nineteenth Century with the reading of representative works. Instructional lectures and readings are provided on French customs and culture.	
315.	ADVANCED CONVERSATION AND COMPOSITION.	5 hours
	Prerequisite: French 212.	
	Conducted entirely in French to facilitate the development of conversational abilities.	
350.	FRENCH PHONETICS.	5 hours
	Prerequisite: French 212.	
	An intensive study of pronunciation building fluent expression.	
351.	CONTEMPORARY FRENCH LITERATURE.	5 hours
	Prerequisite: French 212.	
410, 411, 412.	SELECTED READINGS IN FRENCH.	2, 2, 2 hours
	Prerequisite: Permission of Instructor.	
417.	SURVEY OF SEVENTEENTH CENTURY FRENCH LITERATURE.	5 hours
	Prerequisite: French 212.	
418.	SURVEY OF NINETEENTH CENTURY FRENCH LITERATURE.	5 hours
	Prerequisite: French 212.	
495, 496, 497.	STUDY ABROAD.	15 hours
	The study of the French language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.	

COURSES IN GERMAN

101 - 102.	ELEMENTARY GERMAN.	10 hours
	<i>101: Fall Quarter, 102: Winter Quarter.</i>	
	An audio-lingual introduction to German, using the language laboratory and covering basic grammar and reading. Not credited for duplication of high school units.	
211.	GERMAN GRAMMAR REVIEW.	5 hours
	<i>Spring Quarter. Prerequisite: German 102 or two years of High School German.</i>	
	Review of grammar with continued conversation and reading.	
212.	GERMAN CONVERSATION AND READING.	5 hours
	<i>Fall Quarter. Prerequisite: German 211.</i>	
	Reading of standard texts with stress on oral expression and comprehension.	
301.	GERMAN LITERATURE AND CULTURE.	5 hours
	<i>Prerequisite: German 212 or permission of the Department.</i>	
	A general survey of German Literature through the classical period with lectures on German music, painting, architecture, and history.	
302.	GERMAN LITERATURE AND CULTURE.	5 hours
	<i>Prerequisite: German 212 or permission of the Department.</i>	
	A general survey of German Literature of the Nineteenth Century with lectures on German music, painting, architecture, and history.	
315.	ADVANCED CONVERSATION AND COMPOSITION.	5 hours
	<i>Fall Quarter. Prerequisite: German 212.</i>	
	This course is taught in conjunction with German 212 to afford grammar review, but it requires additional composition and conversation on a more fluent level.	
410, 411, 412.	SELECTED READINGS IN GERMAN.	2, 2, 2 hours
	<i>Prerequisite: Permission of Instructor.</i>	
495, 496, 497.	STUDY ABROAD.	15 hours
	The study of the German language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.	

COURSES IN RUSSIAN

301.	BASIC RUSSIAN.	5 hours
	A rapid course in reading and basic conversation. Russian 301 is credited without completion of Russian 302, but it is a prerequisite to the second course.	
302.	BASIC RUSSIAN. Prerequisite: Russian 301.	5 hours

COURSES IN SPANISH

101 - 102.	ELEMENTARY SPANISH.	10 hours
	<i>101: Fall Quarter, 102: Winter Quarter.</i>	
	An audio-lingual introduction to Spanish using the language laboratory and covering basic grammar and reading. Not credited for duplication of high school units.	

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211. **SPANISH GRAMMAR REVIEW.** 5 hours
Fall, Spring Quarters. Prerequisite: Spanish 102 or two years of high school Spanish.

Review of grammar with continued conversation and reading.

212. **SPANISH CONVERSATION AND READING.** 5 hours
Winter Quarter. Prerequisite: Spanish 211.

Reading of standard texts with stress on oral expression and comprehension.

301. **SPANISH LITERATURE AND CULTURE.** 5 hours
Prerequisite: Spanish 212 or permission of the Department.
A general survey of Spanish literature through the Eighteenth Century with lectures on Spanish history, art, and architecture.

302. **SPANISH LITERATURE AND CULTURE.** 5 hours
Prerequisite: Spanish 212 or permission of the Department.
A general survey of Nineteenth Century and Generation of 1898 literature with lectures on Spanish history, art, and architecture.

315. **ADVANCED CONVERSATION AND COMPOSITION.** 5 hours
Prerequisite: Spanish 212.
This course is taught in conjunction with Spanish 212 to afford grammar review, but it requires additional composition and conversation on a more fluent level.

410, 411, 412. **SELECTED READINGS IN SPANISH.** 2, 2, 2 hours
Prerequisite: Permission of Instructor.

495, 406, 497. **STUDY ABROAD.** 15 hours
The study of the Spanish language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.

DEPARTMENT OF PHYSICAL EDUCATION

MAJOR IN PHYSICAL EDUCATION

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; and fulfillment of the core curriculum as set forth by North Georgia College.

LANGUAGE REQUIREMENT: None.

MAJOR COURSES:

Men: Physical Education 215, 225, 305, 310M, 325M, 330, 390, 405, 410, 415, 420, 440abc, 450.

Women: Physical Education 210, 215, 225, 310W, 315W, 330, 390, 405, 410, 415, 420ab, 440abc, 450.

FIELD OF CONCENTRATION: See Page 52.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100*; Speech 211; Psychology 101; Chemistry 101-102.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military science for Cadets and physical education.

REQUIRED PHYSICAL EDUCATION FOR WOMEN AND MEN: All students are required to take six different courses in basic physical education as a part of the requirements for graduation. Under this requirement each student is required to take personal fitness and swimming and four other electives.

FALL QUARTER: 103 personal fitness, 104 swimming, 105 wrestling, 106 volleyball, 107 tennis, 108 soccer, 109 bowling, 110 fencing, 204 senior lifesaving.

WINTER QUARTER: 103 personal fitness, 104 swimming, 105 wrestling, 106 volleyball, 109 bowling, 110 fencing, 111 tumbling, 112M men's basketball, 112W women's basketball, 113 folk and square dancing, 114 social dance, 204 senior lifesaving.

SPRING QUARTER: 103 personal fitness, 104 swimming, 107 tennis, 108 soccer, 109 bowling, 110 fencing, 113 folk and square dancing, 115 badminton, 116M men's softball, 106W women's softball, 117 archery, 204 senior lifesaving, 205 water safety instruction.

COURSES IN PHYSICAL EDUCATION

215. HISTORY AND PRINCIPLES OF PHYSICAL EDUCATION. 5 hours *Spring Quarter.*

This is an orientation course for physical education majors and is divided into two parts. The first part deals with the history of physical education; the second part deals primarily with the basic principles of modern physical education, stressing aims and objectives with special reference to the value of physical education in the current economic and social life of the nation.

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225. RULES AND OFFICIATING.

Spring Quarter. Prerequisite: Approval by Head of Dept.

3 hours

A study and practice of the current rules and of the fundamental skills of officiating in individual and team sports. Three hours per week of lecture, research, and laboratory.

305 M. FOOTBALL.

Fall Quarter.

5 hours

This course is designed to acquaint every male physical education major with a greater understanding of the *total* game of football through the use of lectures, practical-on-the-field experiences, films, and guest speakers.

310 W. BASKETBALL.

Winter Quarter.

5 hours

A study and practice of the fundamental skills and teaching techniques in basketball. Five hours per week of lecture, research, and laboratory.

310 M. BASKETBALL.

Winter Quarter.

5 hours

Lectures and demonstrations will be given on the theory and practice of coaching basketball. Each student will have experience playing each position on the team under actual game conditions.

Practical experience will be obtained through directing this phase of the sports program.

315 W. SOFTBALL AND TENNIS.

Spring Quarter.

5 hours

A study and practice of the fundamental skills and teaching techniques in softball and tennis. Five hours per week of lecture, research, and laboratory.

325 M. BASEBALL AND TRACK.

Spring Quarter.

5 hours

Class will meet two hours a day, five days per week. Five lectures and demonstrations per week on the theory and practice of coaching baseball and track. The first half of the quarter will be devoted to baseball and the remainder to track.

330. FIRST AID AND SAFETY IN PHYSICAL EDUCATION AND ATHLETICS.

5 hours

Winter Quarter.

Lectures and laboratory practices are given in the phases of first aid pertaining particularly to physical education and athletics.

390. HEALTH EDUCATION.

5 hours

A study of the physical and mental health problems of society as they relate to man and his confrontations with accidents, alcohol, disease, drugs, marriage, nutrition, physical fitness and sex.

405. MATERIALS AND METHODS IN PHYSICAL EDUCATION.

5 hours

Winter Quarter.

A study of the methods and content of the physical education program according to age groups, capacities, needs, interests, and the developmental level of the individual. Consideration is given to adapting the program to the materials and facilities available.

415. THE ADMINISTRATION OF PHYSICAL EDUCATION.

5 hours

Fall Quarter.

A study of the administrative processes necessary to provide every physical education major with a thorough understanding of desirable standards and policies for departmental and program procedures as they relate to modern concepts in physical education on the elementary, secondary, and college level.

420 a. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL*.

3 hours

420 b. PHYSICAL EDUCATION FOR THE JUNIOR HIGH GRADES*.

3 or 4 hours

Fall, Summer Quarters. One section may be taken for three hours credit or both sections for four hours credit.

*These courses are designed to acquaint the prospective teacher of the elementary and middle grades with a physical education program for the respective levels. The student will

receive personal experience in all the facets of an adequate physical education program for the elementary and/or middle grades. Three and/or four hours per week of lecture, research, and aboratory.

440 a, b, c. CLASS AND PROGRAM PLANNING.

5 hours

Students will be assigned for two hours per week in conformity with the schedule for the required basic P.E. program. This course will consist of observation, and participation in the instruction of the basic courses. Students will be assigned to this course for three quarters.

450. EXERCISE PHYSIOLOGY.

5 hours

A combined study of the structure and function of the human body. Lecture and aboratory experience includes the study of the minute and gross anatomical and physiological structures of man as it relates to man living in the physical world of muscular activity.



DEPARTMENT OF PHYSICS

MAJOR IN PHYSICS

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203, 204, 205, 206, 207 (one or two courses) Where only one course is selected, the student may choose any appropriate course in Modern Languages; Mathematics 101-102 or 113H; Chemistry 121-122; Social Science—20 hours to be selected from History 101, 102, 103, 100**; Political Science 101; Sociology 100; Psychology 101; Economics 151, 152; Anthropology 100.

LANGUAGE REQUIREMENT: French 101, 102, 211, or German 101, 102, 211.

MAJOR COURSES: Physics 223*, 224*, 225*, 230*, 310*, Labs 375*, 376*, 377*, 475, 476, 477, 320, 330, 340, 400, 410, 420, 440, 450, 460, 480, 490, 491.

*Courses required of all majors. A minimum of 45 hours is required. Sixty hours are strongly recommended for those wishing to do graduate study.

MINOR FIELD: The traditional minor for a physics major is mathematics. However, minor fields of concentration can be elected by the student with the consent of both the major and minor professors.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100**.

**This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185, exclusive of basic military for cadets and physical education.

SECONDARY TEACHER EDUCATION PROGRAM IN PHYSICS

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or English 105H; English 203-204 or English 205-206; Mathematics 101, 102, or 113H; Chemistry 121 and 122; Social Science—20 hours to be selected from History 101, 102, 103, 100; Political Science 101; Sociology 100, Psychology 101; Economics 151, 152; Anthropology 100.

LANGUAGE REQUIREMENTS: French 101-202, 211; or German 101-102, 211.

PROFESSIONAL EDUCATION REQUIREMENTS: Education 204, 305, 311c, 421c, and 431c.

PHYSICS COURSE REQUIREMENTS: Physics 223, 224, 225, 230, 310, 340, 375, 376, 377 and two of Physics 475, 476, or 477, plus nine hours of electives in Physics.

MATHEMATICS COURSE REQUIREMENTS: Mathematics 122, 245, 246, and 300.

ELECTIVES: From Education, Mathematics, or Physics, to bring the total number of credit hours to at least 185, exclusive of basic military and physical education.

COURSES IN PHYSICS

101. INTRODUCTORY PHYSICS. 5 hours
Fall, Winter, Spring, and Summer Quarters.
 A survey of the principles of physics including mechanics, heat, sound and basic electricity. The course is intended primarily for non-science majors. Numerous demonstrations will be used to clarify physical concepts. Four lecture-demonstrations and one, two-hour laboratory period per week. Credit not dependent upon taking Physics 102.

102. INTRODUCTORY PHYSICS. 5 hours
Prerequisite: Physics 101.
 A continuation of the nature of Physics 101 for those who wish to carry the same type of survey work further into a more complete treatment of electricity, electronics, and especially into an introduction to atomic, nuclear and other aspects of modern physics. Numerous class demonstrations will be used. Four lecture-demonstrations and one, two-hour laboratory period per week.

223. MECHANICS. 5 hours
Fall, Winter, and Spring Quarters.
 A study of the properties of matter, and the mechanics of solids and fluids. The numerous problems solved are selected to emphasize fundamental principles as well as to promote skill in numerical solutions. The laboratory work is designed to clarify physical concepts, develop skills in making precise measurements, and proficiency in the manipulation of apparatus. Four lecture-recitations and one, two-hour laboratory per week.

224. ELECTRICITY. 5 hours
Winter Quarter. Prerequisite: Physics 223.
 This course is a continuation of general physics. It deals with magnetism and static and current electricity. Four lecture-demonstrations and one, two-hour laboratory period per week.

225. HEAT, LIGHT, AND SOUND. 5 hours
Spring Quarter. Prerequisite: Physics 223.
 This course is a continuation of general physics. It deals with wave theories generally, and heat, light, and sound specifically. Four lecture-recitations and one, two-hour laboratory period per week.

230. MECHANICS-INTERMEDIATE. 5 hours
Fall Quarter. Prerequisite: Physics 223. May be taken concurrently with Mathematics 245.
 This course deals with the effects of forces on rigid bodies in equilibrium and on objects in motion. Emphasis is placed on solution of problems. Mechanics may be used for either mathematics or physics credit.

300. FLIGHT INSTRUCTION*. 5 hours
Introduction to the principles of flying in a small, fixed-wing aircraft. The student learns the principles of navigation, map and compass reading. Take-offs and landings, and will accrue several hours of solo flying. Special fees for students accepted for R.O.T.C. Flight Instruction Program will be paid by the U.S. Army. Students not enrolled in the R.O.T.C. Flight Instruction Program will be required to pay special flight instruction fees.

*This course cannot be used to fulfill physics major or minor requirements.

310. MODERN PHYSICS. 5 hours
Spring Quarter. Prerequisites: Physics 224 and 225. May be taken concurrently with Math 247.
 An introduction to modern physics, dealing with the elemental nature of matter and radiation, ionization of gases, the quantum theory, and current developments in atomic physics.

320. MECHANICS-ANALYTICAL. 5 hours
Winter Quarter. Prerequisite: Physics 230. May be taken concurrently with Math 300.
 Kinematics, using vector analysis, dynamics of particles, rotation and planetary motion, the linear harmonic oscillator, studies of energy, momentum and impact, approximation and perturbation methods, plus an introduction to the most general methods of solving dynamical problems.

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330.	OPTICS.	4 hours
	<i>Fall Quarter. Prerequisites: Physics 225 and Math 246.</i>	
	A study of the electromagnetic field and its application to the phenomena of reflection, refraction, interference, diffraction, and spectroscopy. Four lecture-recitations per week.	
340.	ELECTRONICS I.	5 hours
	<i>Winter Quarter. Prerequisites: Physics 224 and Math 245.</i>	
	A study of the elementary principles of electronics. The laboratory work consists of the study of electronic circuits and the use of testing equipment. Four lecture-recitations and one two-hour laboratory per week.	
375 - 376 - 377.	PHYSICS LABORATORY I.	1, 1, 1 hours
	<i>Fall, Winter, and Spring Quarters. Required of third-year students majoring in physics.</i>	
	Selected experiments from the various branches of physics, clarifying and expanding the work of the classroom, and developing good laboratory techniques. The evaluation and the interpretation of experimental data.	
400.	THERMODYNAMICS.	4 hours
	<i>Prerequisites: Physics 225 and Math. 300.</i>	
	A study of temperature and its measurement, calorimetry, and some topics from thermodynamics. Four lecture-recitations per week.	
410.	ELECTRICITY AND MAGNETISM I.	4 hours
	<i>Prerequisite: Physics 224. With consent of Instructor, may be taken concurrently with Math. 300.</i>	
	A course considering in somewhat more advanced manner the topics of electrostatics, magnetostatics, electrolysis, basic circuit theory, and related topics.	
420.	ELECTRICITY AND MAGNETISM II.	4 hours
	<i>Prerequisite: Physics 410.</i>	
	This course is a continuation of Physics 410 with emphasis on electrodynamics, alternating current theory, transmission lines, filters, electromagnetic wave theory and related topics.	
440.	NUCLEAR PHYSICS.	4 hours
	<i>Spring Quarter. Not Offered 1972-73. Prerequisite: Physics 320 or 310.</i>	
	A study of natural radioactivity, interaction of radiation with matter, radiation measuring instruments and the detection of nuclear particles, plus a survey of the current state of experimental and theoretical nuclear physics.	
450.	QUANTUM MECHANICS.	5 hours
	<i>Fall Quarter. Not Offered 1972-73. Prerequisites: Physics 310 or 320, Math 300.</i>	
	Introduction to the quantum mechanics of one-dimensional systems. An introduction to Schroedinger's equation with emphasis being placed on solutions for one-electron atoms.	
460.	SOLID STATE PHYSICS.	4 hours
	<i>Spring Quarter. Not Offered 1972-73. Prerequisite: Physics 450.</i>	
	An introduction to the physical properties of crystalline solids of the elements, their compounds and alloys. Emphasis is placed on electrical properties.	
475 - 476 - 477.	PHYSICS LABORATORY II.	1, 1, 1 hour
	<i>Fall, Winter, and Spring Quarters. Required of fourth-year students majoring in Physics.</i>	
	A continuation of Physics Laboratory I.	
480.	PHYSICS LABORATORY RADIOISOTOPES.	1 hour
	<i>Spring Quarter.</i>	
	A laboratory course for students other than physics majors who wish to study the basic techniques of handling radioisotopes and some of the properties of these materials. Open to juniors and seniors who have a background of science courses.	
490, 491.	INTRODUCTION TO RESEARCH METHODS.	5, 5 hours
	This course is designed to prepare the student for employment as a research assistant, or engineer, upon completion of B.S. Degree. It will also orient the student toward the research work required for an advanced degree. It will consist of two or three lectures and demonstrations per week with laboratory work. The lectures will include the various research techniques, theory of errors, analysis of experimental data, use of library sources, and report writing. The student will be required to use library sources and to perform various experiments. The student will also be required to report his work by class talks and written reports.	

DEPARTMENT OF PSYCHOLOGY

MAJOR IN PSYCHOLOGY

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203, 204, 205, 206, 207 (one or two courses. Where only one course is selected, the student may choose Fine Arts 252 or any appropriate course in Modern Languages); History 101, 102, 103, 251, 252, 253, Anthropology 100 (any two); Political Science 101; Biology 101, 102, 320; Mathematics 113H or Math 101 and an additional five (5) hour course in Biology, Chemistry, Physics or Math at the 100 or 200 level.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: Psychology 101, 205, 299, 300, 333, 420, 423, 453, 473, plus 10 hours of electives from the Psychology curriculum with approval of adviser.

No grade below C will be acceptable on any Psychology course presented to fulfill the requirements for a Psychology major. Either, but not both, Psychology 301 or 302 may be included in the major or minor. Either, but not both, Psychology 258 or 417 may be included in the major or minor.

MINOR FIELD: See Page 52.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100*; Sociology 100; Business Administration 151.

The Advanced Psychology Section of the Graduate Record Examination is required of all majors in Psychology.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185 exclusive of basic military science for Cadets and physical education.

MINOR IN PSYCHOLOGY

Psychology 101, 205, 453, plus 10 hours elected from the Psychology curriculum.

SECONDARY TEACHER EDUCATION PROGRAM IN BEHAVIORAL SCIENCE -CONCENTRATION IN PSYCHOLOGY

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103, 251, 252, 253 (any two); Political Science 101; Biology 101, 102, 320; Mathematics 113H or Math 101 and an additional five (5) hour course in Biology, Chemistry, Physics, or Math at the 100 or 200 level.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

PSYCHOLOGY REQUIREMENTS: Psychology 101, 299, 300, 305, 315, 343, electives in Psychology—10 hours.

SUPPORTING AREAS FOR PSYCHOLOGY: At least 20 quarter hours from the following, with a minimum of 10 hours from each area; (a) Anthropology 100, and 201, (see

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page 124 for description of these courses; (b) Sociology 100, 205, 225, 302, 320
(See page 127 for description of these courses.)

At least 10 quarter hours from the following: Economics 151, 152; History 251
252, 253; Political Science 101, 205.

PROFESSIONAL REQUIREMENTS: A total of forty (40) hours of professional training in Education is needed to meet certification requirements. These courses are Education 204, 305, 311c, 416, 421c, and 231c—Student Teaching in the Secondary School, 15 hours.

OTHER REQUIREMENTS: Advanced Military Science for Cadets; History 100*.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

COURSES IN PSYCHOLOGY

101. INTRODUCTION TO PSYCHOLOGY.

5 hours

Must precede other psychology courses except Psychology 258 and Psychology 320; it is recommended, but not required, for these courses.

A study of human and animal behavior, including an introduction to the scientific method as used in the study of motivation, emotion, learning, individual differences (including an introduction to psychological measurement and testing), development of personality, behavior disorders and therapy, and social influences on behavior.

205. ADVANCED GENERAL PSYCHOLOGY.

5 hours

A study of the history of psychology, perception, sensation, complex learning, the nervous system, with particular emphasis on the brain and behavior, genetics, and advanced psychological measurement and testing.

258. PSYCHOLOGY OF ADJUSTMENT.

5 hours

Psychology 101 is recommended but not required as a prerequisite.

A course in mental hygiene, dealing with the appropriate and inappropriate reactions to frustration and stress and the resolution of conflicts, fears, and anxieties. The course is oriented to the student and his adjustment.

299. INTRODUCTION TO STATISTICS FOR THE BEHAVIORAL SCIENCES.

5 hours

A study of basic descriptive and inferential statistics with particular emphasis on analysis of various techniques and the fundamentals of research design.

300. EXPERIMENTAL PSYCHOLOGY.

5 hours

Prerequisite: Psy. 299.

This course is designed to introduce students to experimental methods as applied to behavior. Some basic standard tools will be presented. Students will learn design of elementary experiments. Laboratory time will be spent implementing simple procedures.

301. CHILD DEVELOPMENT.

5 hours

A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Observation of children in public school required for two hours weekly.

302. PSYCHOLOGY OF ADOLESCENCE.

5 hours

A study of the physical, social, and cognitive adolescent with emphasis on the problems of transition to adulthood.

305. EDUCATIONAL PSYCHOLOGY.

5 hours

Emphasis on learning, its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Some observation in teaching-learning situations will be done.

310. HISTORY AND SYSTEMS.

5 hours

An integrative course emphasizing the origins and background of the science of behavior.

important contributors and their schools of thought will be studied. Relating these schools of thought to present systematic developments in psychology will be emphasized.

15. SOCIAL PSYCHOLOGY. 5 hours
 A theoretical and empirical study of social relationships and their effects on individuals. Behavior in small group settings will be emphasized.

20. PSYCHOLOGY OF LEADERSHIP. 5 hours
 Psychology 101 is recommended but not required as a prerequisite.
 The characteristics of an effective leader will be studied and analyzed employing both a theoretical and an applied approach.

25. INTRODUCTION TO GERONTOLOGY. 5 hours
 An interdisciplinary approach to the study of the process of aging.

33. PSYCHOLOGY OF LEARNING. 5 hours
 An empirical and theoretical study of classical, instrumental and operant conditioning, reinforcement, discrimination learning, extinction, verbal learning, and other phenomena.

43. THEORIES OF PERSONALITY. 5 hours
 A critical evaluation of the major theories of personality and a survey of research on major personality variables comprise this course.

10, 411, 412. PSYCHOLOGICAL READING AND RESEARCH. 2, 2, 2 hours
 Prerequisite: Permission of Instructor.

17. MENTAL HYGIENE. 5 hours
 An advanced course dealing with mental hygiene problems, especially of children and adolescents; problems of different stages of maturation adjustments in the home, school and play groups; and special needs in cases of retardation and delinquency.

20. PSYCHOMETRICS. 5 hours
 An introduction to theories and practices of psychological measurement. The characteristics and uses of specific maximum and minimum performance assessment devices will be included.

23. PHYSIOLOGICAL PSYCHOLOGY. 5 hours
 Prerequisite: 10 hours Biology.

Personality is viewed as the integration of the morphology, physiological and psychological aspects of the organism. The relationship between the internal environment and such behaviors as food intake control, mating behavior, neural action, emotion, etc., will be considered.

25. SENSATION AND PERCEPTION. 5 hours
 A study of sensory systems emphasizing behavioral significance of structure and physiology.

28. COMPARATIVE BEHAVIOR. 5 hours
 A treatment of evolutionary trends in behavior including neural and hormonal mechanisms, with emphasis on physiology and function.

30. PSYCHOLOGY OF THE DISADVANTAGED. 5 hours
 The effects of severe cultural deprivation—economic, social, education—on the psychological growth and development of an individual, in both rural and urban settings, will be studied.

33. INDIVIDUAL PSYCHOLOGICAL TESTING: WECHSLER SCALES. 3 hours
 Prerequisite: Psy. 420 or consent of Instructor.

Training in the administration, scoring and interpretation of the Wechsler Scales. A minimum competency in the use of these scales for both children and adults is required, but the major part of the practical work may be in the age range selected by the student.

43. PSYCHOLOGY OF THE MENTALLY RETARDED. 5 hours
 A theoretical and empirical study of the mentally retarded individual, emphasizing etiology classification and characteristics and treatment.

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453. ABNORMAL PSYCHOLOGY.

5 hour

This course presents various forms of abnormal behavior, with reference material drawn from clinical sources. Emphasis is placed upon the causes and characteristics of abnormal behavior. Current theory will receive special attention.

463. PSYCHOLOGICAL COUNSELING AND PSYCHOTHERAPY.

5 hour

Prerequisites: Psy. 453 and two additional psychology courses.

A study of the various methods employed in counseling and psychotherapy. These methods will be interpreted as they are applied in the treatment of both the "disturbed" and the "normal" individual.

DEPARTMENT OF SOCIAL SCIENCE

MAJOR IN SOCIAL SCIENCE

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Math 101 (History majors only); (Political Science and Sociology majors must take Math 101, 102, or 113H); Psychology 101; Science at 101-102 level.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: History Major—35 hours beyond World Civilization; Political Science Major—35 hours beyond American Government; Sociology Major—35 hours beyond Introduction to Sociology.

MINOR FIELD: See Page 52.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100*, History 103.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185.

SECONDARY TEACHER EDUCATION PROGRAM IN SOCIAL SCIENCES

GENERAL EDUCATION REQUIREMENTS:

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101-102; Political Science 101; Mathematics 101 for History majors only; Political Science and Sociology majors must take Math 101, 102 or 113H; Psychology 101; Science at 101-102 level.

LANGUAGE REQUIREMENTS: See Pages 50 and 51.

MAJOR COURSES: History Major—35 hours beyond World Civilization; Political Science Major—35 hours beyond American Government; Sociology Major—35 hours beyond Introduction to Sociology.

MINOR FIELD: See Page 52.

OTHER REQUIREMENTS: Advanced Military Science for Cadets (18 hours); History 100* and 103; one additional course in Math or Science.

*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.

SUPPORTING AREAS FOR HISTORY: In addition to the degree requirements, the student is expected to complete twenty (20) hours of course work, distributed among at least three of the following areas: Anthropology, Sociology, Economics, and History; (a) Anthropology 100, General Anthropology; (b) Sociology 100, Introduction to Sociology; (c) Economics 151, 152, Principles of Economics; (d) Political Science 101, American Government, and 205, Introduction to Political Science.

SUPPORTING AREAS FOR POLITICAL SCIENCE: In addition to the degree requirements, the student is expected to complete twenty (20) hours of course work distributed among at least three of the following areas: Anthropology, Sociology, Economics, and History; (a) History 251, 252, 253, American History; (b) Anthropology 100, General Anthropology; (c) Sociology 100, Introduction to Sociology, and 205, Advanced General Sociology; (d) Economics 151, 152, Principles of Economics.

NORTH GEORGIA COLLEGE

SUPPORTING AREAS FOR SOCIOLOGY: At least twenty (20) hours from Anthropology 100, General Anthropology; Psychology 101, General Psychology; 305, Educational Psychology; 314, Social Psychology.

PROFESSIONAL REQUIREMENTS: A total of thirty-five (35) hours of professional training is needed to meet certification requirements. These courses are listed under the offerings of the Department of Education. The courses are: Education 204, 305 311c, 421c, and 431c.

MINORS IN SOCIAL SCIENCE

A minor in History consists of four courses beyond World Civilization.

A minor in Political Science consists of four or more upper-division courses.

A minor in Sociology consists of Sociology 100, and twenty hours beyond Sociology 100.

A minor in Anthropology consists of twenty hours of Anthropology beyond the basic course (Anthropology 100).

COURSES IN ANTHROPOLOGY

100. GENERAL ANTHROPOLOGY.

5 hours

A survey of the science of Anthropology to include Modern Physical Anthropology; a consideration of the origins and evolution of man and the variation of modern man; Archaeology and Cultural Anthropology; to consider the origins and evolution of human societies and cultures and their modern variation. No prerequisite; open to freshman.

301. PEOPLES AND CULTURES OF AFRICA.

5 hours

Prerequisite: Anthropology 100 or Instructor's Permission.

A survey of the culture histories and contemporary variability of the societies of Sub-Saharan Africa. Emphasis will be placed on pre-industrial societies with consideration of the impact of modern industrial societies in African life.

302. PEOPLES AND CULTURES OF NORTH AMERICA.

5 hours

Prerequisite: Anthropology 100 or Instructor's Permission.

A survey of the cultures of Aboriginal North America. Emphasis will be placed on historical reconstruction and comprehension of the relationship of society and environment. However, attention will be given to the problems of the American Indian as a minority in an alien industrial society.

303. PEOPLES AND CULTURES OF OCEANIA.

5 hours

Prerequisite: Anthropology 100 or Instructor's Permission.

A survey of the cultures of Polynesia, Melanesia, Micronesia, Indonesia and other appropriate Pacific Ocean Peoples. Emphasis on the cultural ecology of Oceania.

401. ADVANCED CULTURAL ANTHROPOLOGY.

5 hours

Prerequisite: Anthropology 100 and junior standing.

A detailed re-examination of the concepts and methods of cultural anthropology with significant consideration of theoretical foundations and problems.

COURSES IN HISTORY

100. SURVEY OF AMERICAN AND GEORGIA HISTORY.

5 hours

This course is designed to satisfy the state law requiring that all students receiving degrees pass an examination in the history of the United States and Georgia.

101, 102, 103.	WORLD CIVILIZATION.	5, 5, 5 hours
	A survey of world civilization from prehistoric times to the present.	
251.	AMERICAN HISTORY, 1492 TO 1850.	5 hours
252.	AMERICAN HISTORY, 1850 TO 1920.	5 hours
253.	AMERICAN HISTORY, 1920 TO PRESENT.	5 hours
311.	HISTORY OF ENGLAND TO 1603.	5 hours
	A study of the growth and development of England during the Medieval and Tudor periods	
312.	HISTORY OF ENGLAND, 1603-1901.	5 hours
315.	HISTORY OF THE FAR EAST.	5 hours
	A survey of oriental history with emphasis upon the role of Japan and China in world affairs during the nineteenth century.	
401.	SOCIAL AND INTELLECTUAL HISTORY OF THE UNITED STATES TO 1830.	5 hours
	The study deals with cultural and intellectual developments in America from the Colonial Period to 1830. Included in this course will be such subjects as European Heritage, The American Frame of Mind, New World Science, Republicanism, A New Kind of Revolution, and The Power of an Idea.	
402.	SOCIAL AND INTELLECTUAL HISTORY OF THE UNITED STATES, 1830 TO PRESENT.	5 hours
	This course is an analysis of the social and intellectual currents in the United States from 1830 to the present. Included in the course will be discussions on such ideologies as Social Darwinism, The Agrarian Myth, Pragmatism, The Self Made Man, and American Socialism.	
411.	HISTORY OF LATIN AMERICA.	5 hours
	A study of the Colonial period and the Wars of Independence.	
412.	HISTORY OF LATIN AMERICA.	5 hours
	A study of the Latin American nation-states.	
430.	RUSSIAN HISTORY TO 1905.	5 hours
450.	THE MODERN WORLD, 1850 TO THE TWENTIETH CENTURY*.	5 hours
451.	THE MODERN WORLD, 1900 TO 1932*.	5 hours
452.	THE MODERN WORLD, 1933 TO THE PRESENT*.	5 hours

*A study of the social, economic, and political trends of the world for the periods indicated.

HISTORY READING SERIES:

111, 112, 113.	READINGS FOR THE FRESHMAN YEAR.	1, 1, 1 hour
211, 212, 213.	READINGS FOR THE SOPHOMORE YEAR.	1, 1, 1 hour
391, 392, 392.	READINGS FOR THE JUNIOR YEAR.	1, 1, 1 hour
491, 492, 493.	READINGS FOR THE SENIOR YEAR.	1, 1, 1 hour

COURSES IN POLITICAL SCIENCE

101. **AMERICAN GOVERNMENT.** 5 hours
Fall, Winter, Spring, and Summer Quarters. Prerequisite to all other courses.
 An intensive examination of the Constitution and the three governmental divisions. Emphasis is given to the internal organization and actual work of the various departments of our national government. The course includes a study of the national government in its relation to the states.

205. **INTRODUCTION TO POLITICAL SCIENCE.** 5 hours

301. **AMERICAN POLITICAL PARTIES AND PUBLIC OPINION.** 5 hours
 An examination of the development, organization, operation and nature of American political groups and their role in the political process. An emphasis is placed on voting behavior, party finances, pressure groups, public opinion and electoral administration.

303. **INTERNATIONAL RELATIONS.** 5 hours
 An analysis of the basic forces which govern the behavior of nations in their relations with one another. This study of world power conflicts, diplomacy and international cooperation is designed to acquaint the student with the basic issues and areas of conflict among the nation-states of the contemporary world.

305. **THE AMERICAN CONSTITUTIONAL SYSTEM.** 5 hours
 An examination of the development and nature of the American Constitutional system through Supreme Court cases defining the interrelationships of the executive, judicial and legislative branches and the relationships of the states to the national government.

306. **AMERICAN STATE AND LOCAL GOVERNMENT.** 5 hours
 An examination of the organization and functions of the state and its political subdivisions. Wherever possible, the state government of Georgia will be studied for illustrative purposes.

308. **GOVERNMENT AND POLITICS IN LATIN AMERICA.** 5 hours
 An analysis of the political institutions and political processes of the Latin-American nations.

310. **AMERICAN POLITICAL THEORY.** 5 hours
Prerequisite: Political Science 101 and Junior standing.
 An analysis of the ideas underlying government and politics in the United States through a survey of American political thought from colonial times to the present.

315. **POLITICAL PHILOSOPHY.** 5 hours
 An analysis of ideas of selected western political philosophies from Plato to Twentieth Century political philosophers.

401. **COMPARATIVE GOVERNMENT.** 5 hours
 A study of universal political principles and an application of these principles to the study of political systems on a comparative basis.

402. **TWENTIETH CENTURY POLITICAL THOUGHT.** 5 hours
 An analysis of modern political thought with an emphasis on the doctrines of capitalism and communism.

404. **PUBLIC ADMINISTRATION.** 5 hours
 An analysis of the theory, basic principles and practices of public administration in the United States through a study of organization, management, budgeting, personnel, administrative leadership and the characteristics of modern bureaucracies.

405. **GOVERNMENT AND POLITICS OF THE SOVIET UNION AND THE EASTERN EUROPEAN BLOC.** 5 hours

410 (a, b, c). **DIRECTED READINGS IN POLITICAL SCIENCE.** 2-3 quarter hours
 This course is designed to provide an opportunity for independent study through directed readings in an area of the student's interest. Consent of the instructor needed. Offered on demand.

COURSES IN SOCIOLOGY

00.	INTRODUCTION TO SOCIOLOGY.	5 hours
Prerequisite to all other courses.		
The student is introduced to the methods of human associations; the nature of culture, custom, belief, institution, etc., and its role in the development of society.		
05.	ADVANCED GENERAL SOCIOLOGY.	5 hours
A study of the social order emphasizing institutions, social classes, collective behavior, social movements, and associations.		
25.	SOCIAL PROBLEMS.	5 hours
A study of both general and special problems considered in the social and cultural setting in which they occur. The emphasis is upon the people and their behavior.		
01.	URBAN SOCIOLOGY.	5 hours
A study of the modern city.		
02.	RACE AND MINORITY GROUPS.	5 hours
Patterns of domination and subordination; criteria for differential treatment; techniques of resistance to domination and methods of enforcing subordination. The social problems of discrimination.		
03.	POPULATION PROBLEMS.	5 hours
Population analysis, demographic theory, differentials, population policies, distribution of people.		
10.	SOCIOLOGICAL THEORY.	5 hours
A survey of the major theoretical concepts of major writers in sociology from Comte to the present.		
16.	THE FAMILY.	5 hours
The American family as a social institution.		
20.	CRIMINOLOGY.	5 hours
A study of the social factors related to criminal behavior: prisons, and treatment practices.		
25.	INTRODUCTION TO GERONTOLOGY.	5 hours
An interdisciplinary approach to the study of the process of aging.		
SOCIOLOGY READING SERIES:		
11, 112, 113.	READINGS FOR THE FRESHMAN YEAR.	1, 1, 1 hour
11, 212, 213.	READINGS FOR THE SOPHOMORE YEAR.	1, 1, 1 hour
11, 312, 313.	READINGS FOR THE JUNIOR YEAR.	1, 1, 1 hour
11, 412, 413.	READINGS FOR THE SENIOR YEAR.	1, 1, 1 hour

PROFESSIONAL MAJOR IN SOCIAL WORK

B.S.W. (BACHELOR OF SOCIAL WORK) DEGREE PROGRAM

MAJOR IN SOCIAL WORK EDUCATION

The Social Work training program will be professional in nature and lead to the B.S.W. (Bachelor of Social Work) Degree. Students expressing a desire to enter the field of Social Work immediately after completing a four-year program will be counseled to work toward this degree.

GENERAL EDUCATION REQUIREMENTS:	maximum hours	minimum hours
Physical Education	6	6
English 101-102, or 105H	10	5
English 203, 204, 205, 206, (two courses)	10	10
Political Science 101	5	5
Math 101, 102, or 113H	10	5
Biology 101, 102	10	5
Business Administration 151	5	10
Psychology 101	5	5
Sociology 100	5	5
Fine Arts 211 (Speech)	5	5
History (253 is advised)	5	5

OTHER REQUIREMENTS: History 100*.

*This requirement can be satisfied by successfully passing an examination on American and Georgia History administered by the Department of Social Science.

MAJOR COURSES: Ninety hours from courses listed under **Courses in Social Work**.

LANGUAGE REQUIREMENT: None.

ELECTIVES: Students will offer specifically approved elective courses to bring the total number of credit hours to at least 185 exclusive of basic military science for Cadets and physical education.

Students who wish to specialize for certain types of positions may request courses from other Departments to count toward the major or as electives.

COURSES IN SOCIAL WORK

POLITICAL SCIENCE:

S.W. 101. AMERICAN GOVERNMENT.

5 hours

An intensive examination of the Constitution and the three governmental divisions. Emphasis is given to the internal organization and actual work of the various departments of our nation's government. The course includes a study of the national government in relationship to the states.

S.W. 306. STATE GOVERNMENT.

5 hours

An examination of the organization and functions of the state and its political subdivisions. Wherever possible, the state government of Georgia will be studies for illustration purposes.

S.W. 404. PUBLIC ADMINISTRATION.

5 hours

An analysis of the theory, basic principles and practices of public administration in the

United States through a study of organization-management, budgeting, personnel, administrative leadership, and the characteristics of modern bureaucracies.

S.W. 468. CITY AND COUNTY GOVERNMENTS. 5 hours
Organization and operation of city and country governments in the United States. Political aspects of these governments and techniques of citizen participation.

PSYCHOLOGY:

S.W. 101. GENERAL PSYCHOLOGY. 5 hours
A study of human and animal behavior, including motivation, emotion, learning, individual differences, development of personality and behavior disorders. A general survey of the field of psychology.

S.W. 220. INTRODUCTION TO STATISTICS FOR THE BEHAVIORAL SCIENCES. 5 hours
A study of basic descriptive and inferential statistics with particular emphasis on analysis of various techniques and the fundamentals of research design.

S.W. 258. PSYCHOLOGY OF ADJUSTMENT. 5 hours
A course in mental hygiene, dealing with the appropriate and inappropriate reactions to frustration and stress and the resolution of conflicts, fears and anxieties.

S.W. 301. CHILD DEVELOPMENT. 5 hours
A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Two hours of weekly observation of children in public school required.

S.W. 302. PSYCHOLOGY OF ADOLESCENCE. 5 hours
A study of the physical, social, and cognitive adolescent with emphasis on the problems of transition to adulthood.

S.W. 315. SOCIAL PSYCHOLOGY. 5 hours
A theoretical and empirical study of social relationships and their effects on individuals. Behavior in small group settings will be emphasized.

S.W. 325. INTRODUCTION TO GERONTOLOGY. 5 hours
An interdisciplinary approach to the study of the process of aging.

S.W. 343. THEORIES OF PERSONALITY. 5 hours
A critical evaluation of the major theories of personality and a survey of research on major personality variables comprise this course.

S.W. 417. MENTAL HYGIENE. 5 hours
An advanced course dealing with mental hygiene problems, especially of children and adolescents; problems of different stages of maturation adjustment in the home, school and play groups; and special needs in cases of retardation and delinquency.

S.W. 420. PSYCHOMETRICS. 5 hours
An introduction to theories and practices of psychological measurement. The characteristics and uses of specific maximum and minimum performance assessment devices will be included.

S.W. 453. ABNORMAL PSYCHOLOGY. 5 hours
This course presents various forms of abnormal behavior, with reference material drawn from clinical sources. Emphasis is placed upon the causes and characteristics of abnormal behavior. Current theory will receive special attention.

SOCIOLOGY:

S.W. 100. INTRODUCTION TO SOCIOLOGY. 5 hours
The student is introduced to the methods of human associations; the nature of culture, custom, belief, institution, etc., and their roles in the development of society. A prerequisite to all other sociology courses.

NORTH GEORGIA COLLEGE

S.W. 205. ADVANCED GENERAL SOCIOLOGY. 5 hours
A study of the social order, emphasizing institutions, social classes, collective behavior, social movements, and associations.

S.W. 225. SOCIAL PROBLEMS. 5 hours
A study of both general and special problems considered in the social and cultural setting in which they occur. The emphasis is upon the people and their behavior.

S.W. 301. URBAN SOCIOLOGY. 5 hours
A study of the modern city.

S.W. 302. RACE AND MINORITY GROUPS. 5 hours
Patterns of domination and subordination; criteria for differential treatment; techniques of resistance to domination and methods of enforcing subordination. The social problems of discrimination.

S.W. 303. POPULATION PROBLEMS. 5 hours
Population analysis, demographic theory, differentials, population policies, distribution of people.

S.W. 310. SOCIOLOGICAL THEORY. 5 hours
A survey of the major theoretical concepts of major writers in sociology from Comte to the present.

S.W. 316. THE FAMILY. 5 hours
The American family as a social institution.

S.W. 320. CRIMINOLOGY. 5 hours
A study of the social factors related to criminal behavior; prisons and treatment practices.

S.W. 315. THE FIELD OF SOCIAL WORK. 5 hours
An introductory course to the various aspects of present-day social work. Considers family and children's services, behavior clinics and case work approach to social problems, the courts, probation and parole, medical, social services, group work, community organization, public assistance and social security.

S.W. 400. SOCIAL WORK PRACTICE: PHILOSOPHY AND APPLICATION. 5 hours
Role and function of professional social work practice in dealing with current social welfare problems, historical background, ethical and normative considerations.

S.W. 441. SOCIAL WORK PRACTICUM. 5 hours
Practical experience in a social agency under supervision and approved by the Department.

PROGRAM OF DEVELOPMENTAL STUDIES

AIM:

1. To enable students who, for various reasons are ineligible for admission to the regular college curriculum to develop their basic skills to the point at which they will be able to undertake college work.
2. To give regularly admitted students who are experiencing academic difficulty the opportunity to refurbish and increase the development of their basic skills in the college environment. Such students may resume their place in the regular curriculum without having been forced to drop out of college.

ADMISSION REQUIREMENTS

Graduation from High School or an equivalent completion of CEEB's SAT, and completion of a medical report.

GENERAL DESCRIPTION

The Developmental Skills Program seeks to offer a total program of personal guidance and counseling, together with carefully programmed instruction in the areas of English, Instructional Skills, and Mathematics. The students are evaluated at regular intervals by their academic instructors as to performance, attitude, motivation and other relevant factors. A student may progress at his own speed through the program, and will be permitted a maximum of four quarters, if necessary, to complete the program.

The program is administered by a director, under the supervision of the Dean, with the close cooperation of the Director of Guidance and the individual instructors. The curricula are set up by the relevant departments and are subject to constant evaluation.

COUNSELING

A broad orientation to college life will be given to all students upon enrollment in the Developmental Skills Program. This will be followed by an individual interview with the Director of Guidance. Thereafter the Director will be available for consultation with Developmental Studies students.

The Director of Special Studies will assist each student in planning a course of studies and individual academic counseling will be offered by the academic instructors. Each class hour will be followed by an unstructured hour for all students and instructors involved in the program, during which time individual tutorial help will be given on a need basis.

At least twice during the quarter, Developmental Studies students will participate, in groups of no more than eight, in a "rap" session with the Director of Special Studies. At this session they will be encouraged to comment freely upon all phases of the program.

ADDITIONAL SERVICES

During his stay in the program, each student will be observed and counseled regarding ultimate career and study objectives. In this way many otherwise undecided students will be able, upon emerging from the program, to decide immediately upon an academic major to lead them to their goals. Also, students who do not successfully complete the Developmental Skills Program will be evaluated in terms of their level of educational achievement, and advised concerning those areas where they will best be able to find self-fulfillment in terms of careers.

ACADEMIC INSTRUCTION

DEVELOPMENTAL STUDIES 50

DEVELOPMENTAL ENGLISH: This course offers instruction in basic linguistic skills with special emphasis on vocabulary, spelling, elementary grammar, and sentence structure. For those students able to master the skills before the end of the course, there will be individual work on rhetoric, involving the writing of paragraphs in close consultation with the instructor.

DEVELOPMENTAL STUDIES 51

LEARNING SKILLS: A course in the improvement of reading and study skills. The main objective is to help the student improve his skills so he can succeed in college work. In the area of reading, major emphasis will be placed on comprehension. Study skills will include planning, using study time effectively, using a textbook, taking notes, preparing for examinations and taking examinations.

DEVELOPMENTAL STUDIES 52

DEVELOPMENTAL MATHEMATICS: Foundations of Mathematics and Fundamentals of Algebra. Covers number systems, fundamental operations, factoring, linear equations, graphs, exponents, radicals, and functional relationships.

REGENTS, UNIVERSITY SYSTEM OF GEORGIA
 224 Washington Street, S.W., Atlanta, Georgia

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NORTH GEORGIA COLLEGE

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Bill B. Woody, Registrar and Director of Admissions, B.S., M.S.

Thomas W. Dalton, Director of Public Relations, A.B.J., M.A.

H. Michael Hyams, Jr., Dean of Students, B.S., M.E.

William D. Bellamy, Director of Guidance, A.B., M.R.E., M.S., Ph.D.

Larry E. Mitchell, Jr., Assistant Director of Public Relations, A.B.J., M.A.

Mary Jardine, Assistant Dean of Students, & Dean of Women, A.B., M.Ed.

Charles M. Yager, Director of Development, B.S., M.Ed.

FACULTY

Meetings of the faculty are held at least once each quarter.

BIRDIE E. BELL (1966) *Assistant Professor of Physical Education*
B.S., Alabama College; M.Ed., University of Arizona.

GEORGE B. BELDEN (1971) *Assistant Professor of Education*
B.A., Florida State University; M.S., Florida; Ph.D., Florida State University.

WILLIAM D. BELLAMY (1964) *Associate Professor of Psychology*
A.B., Bob Jones University; M.R.E., New Orleans Baptist Theology Seminary; M.S.,
Ph.D., University of Southern Mississippi.

ALLAN S. BICKLEY (1962) *Assistant Professor of Physical Education*
B.S.Ed., M.Ed., University of Georgia.

JOSEPH A. BIESBROCK (1970) *Assistant Professor of Biology*
B.S., Utah State University; M.S., University of Georgia; Ph.D., University of Georgia.

ROBERT G. BURSEY (1968) *Assistant Professor of Biology*
B.S., North Georgia College; M.S., Medical College of Georgia; further study, Oregon
State University. Ph.D., Clemson (to be awarded).

MAC A. CALLAHAM (1963) *Professor of Biology*
B.S., University of Georgia; M.A. Ed.S., Peabody College, Ph.D., University of
Georgia.

WALTER J. CARPENTER (1951) *Associate Professor of Mathematics*
B.S., Western Carolina College; M.A., University of North Carolina; further study,
University of North Carolina, University of Georgia, and Vanderbilt University.

LINDA KAY CARUTHERS (1968) *Assistant Professor of Physical Education*
B.S., Tennessee Technological University; M.A., University of Tennessee.

JIM G. COONE (1968) *Associate Professor of Psychology*
A.B., Carson-Newman College; M.S. and Ph.D., University of Georgia.

FACULTY AND STAFF

WINSLOW G. CRANNELL (1971) *Instructor in Art*
A.A., Manatee Junior College; B.A., Florida State University; M.F.A., Florida State University.

JOHN F. CSOMOR (1967) *Assistant Professor of Social Science*
B.S., M.A., Indiana University; further study, George Williams College and Purdue University.

THOMAS W. DALTON (1970) *Assistant Professor of Journalism*
A.B.J., M.A., University of Georgia.

THOMAS C. DAVIS (1964) *Professor of Chemistry*
B.S., North Georgia College; Ph.D., Florida State University; further study, National Science Foundation Summer Institute of Emory University.

H. LAWRENCE DENNIS (1968) *Assistant Professor of Business Administration*
B.S., Newberry College; CPA, State of South Carolina; M.S., University of South Carolina.

JUDDSON A. DEWAR (1968) *Instructor in Social Science*
B.S., Georgia Institute of Technology; M.A., Georgia State College.

ERNEST ELDER, JR. (1967) *Assistant Professor of Mathematics*
B.S., University of Georgia; B.S., M.S., Georgia Institute of Technology; further study, Florida State University.

ALLEN R. ELLINGTON (1964) *Assistant Professor of Business Administration*
B.S., M.A., Appalachian State College; further study, Appalachian State College and University of Georgia.

WILLIAM E. ENSLEY (1971) *Assistant Professor of Physical Education*
B.S., University of Georgia; M.E., University of Georgia.

AMES M. EWING, JR. (1971) *Assistant Professor of English*
B.A., University of Mississippi; M.A., University of Mississippi; Ph.D., University of Southern Mississippi.

ELSA ANN GAINES (1967) *Assistant Professor of English*
A.B., Mercer University; M.A.T., Duke University.

ALBERT D. GRAUER (1971) *Assistant Professor of Physics*
B.S., Concordia Teachers College; Ph.D., North Carolina State University.

LYMAN L. HAMMOND (1966) *Assistant Professor of Music*
B.M., M.M.Ed., Florida State University; further study, Florida State University.

IMMY V. HARDEGREE, Captain, FA (1972) *Assistant Professor of Military Science*
B.S., North Georgia College.

SUSIE M. HARRIS (1945) *Head Librarian and Associate Professor of Library Science*
A.B., Piedmont College; B.S. in L.S., M.S. in L.S., Peabody College.

ORVIL R. HAUSE (1950) *Assistant Professor of Physical Education*
B.S., M.A., University of Alabama; further study, University of Alabama and Peabody College.

MARY E. HOOD (1947) *Assistant Librarian and Assistant Professor of Library Science*
A.B., Piedmont College; B.S. in L.S., M.A. in L.S., Peabody College.

VERGINIA K. HOWARD (1968) *Assistant Professor of Education*
B.S. and M.Ed., University of Georgia.

*On leave, 1972-73.

NORTH GEORGIA COLLEGE

CECIL L. JACKSON (1967) *Professor of Psychology*
A.B., Mercer University; M.A., Ph.D., University of Georgia.

MARY D. JARDINE (1968) *Dean of Women and Instructor of Library Science*
A.B., Lindenwood College; M.S.L.S., University of North Carolina.

JAMES C. KIDD (1953) *Associate Professor of Social Science*
A.B., Erskine College; M.A., University of North Carolina; further study, University of South Carolina, University of Georgia, Tulane University, and East Tennessee State University.

DONALD E. KINKAID (1965) *Associate Professor of Physics*
B.S., M.S., Clemson University; Ph.D., Clemson University.

GUY V. LAIL (1960) *Associate Professor of English*
B.S., M.A., Appalachian State College; further study, Appalachian State College, and University of Maine.

WILLIAM G. LEGER (1964) *Professor of Social Science*
B.S., Union College; M.A., Ph.D., University of Kentucky.

PAUL E. McCLURE (1969) *Assistant Professor of English*
A.B., Berry College; M.Ed., Georgia Southern College; further study, University of Georgia.

THEODORE McDONALD III, Captain, Infantry (1970) *Assistant Professor of Military Science*
A.B., North Georgia College.

EVA McGAHEE (1965) *Assistant Professor of Home Economics*
B.S.H.E., Berry College; M.Ed., University of Georgia; further study, University of Iowa and University of Tennessee.

VICTOR C. MASSEY (1969) *Assistant Professor of Modern Language*
A.B., Stetson University; B.D., Th.D., New Orleans Baptist Theological Seminary; further study, Tulane University and University of Georgia.

HARRY G. MOORE (1963) *Assistant Professor of Mathematics*
B.S., United States Naval Academy; M.A., Duke University.

JOE H. MORGAN (1971) *Instructor of Speech and Drama*
A.B., University of Tennessee at Chattanooga; M.F.A., University of Georgia.

HULON MURRAY (1968) *Assistant Professor of Modern Languages*
A.B., M.A., University of Alabama; further study, University of Georgia.

RICHARD M. NEGLEY (1957) *Assistant Professor of Mathematics*
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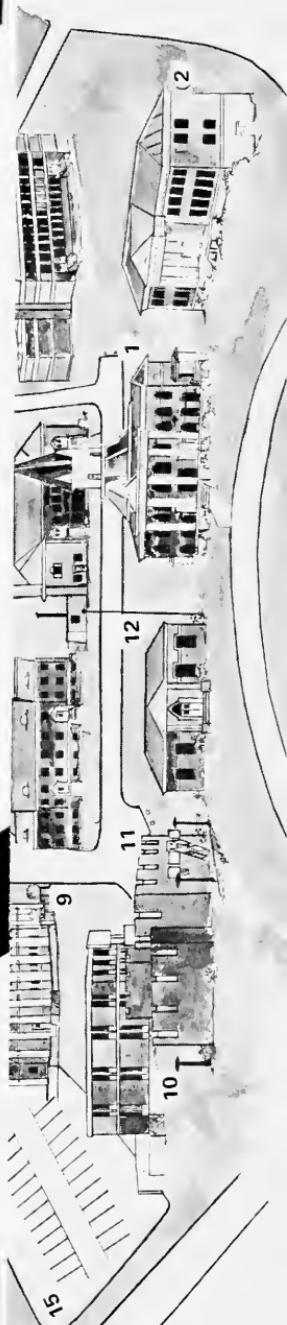
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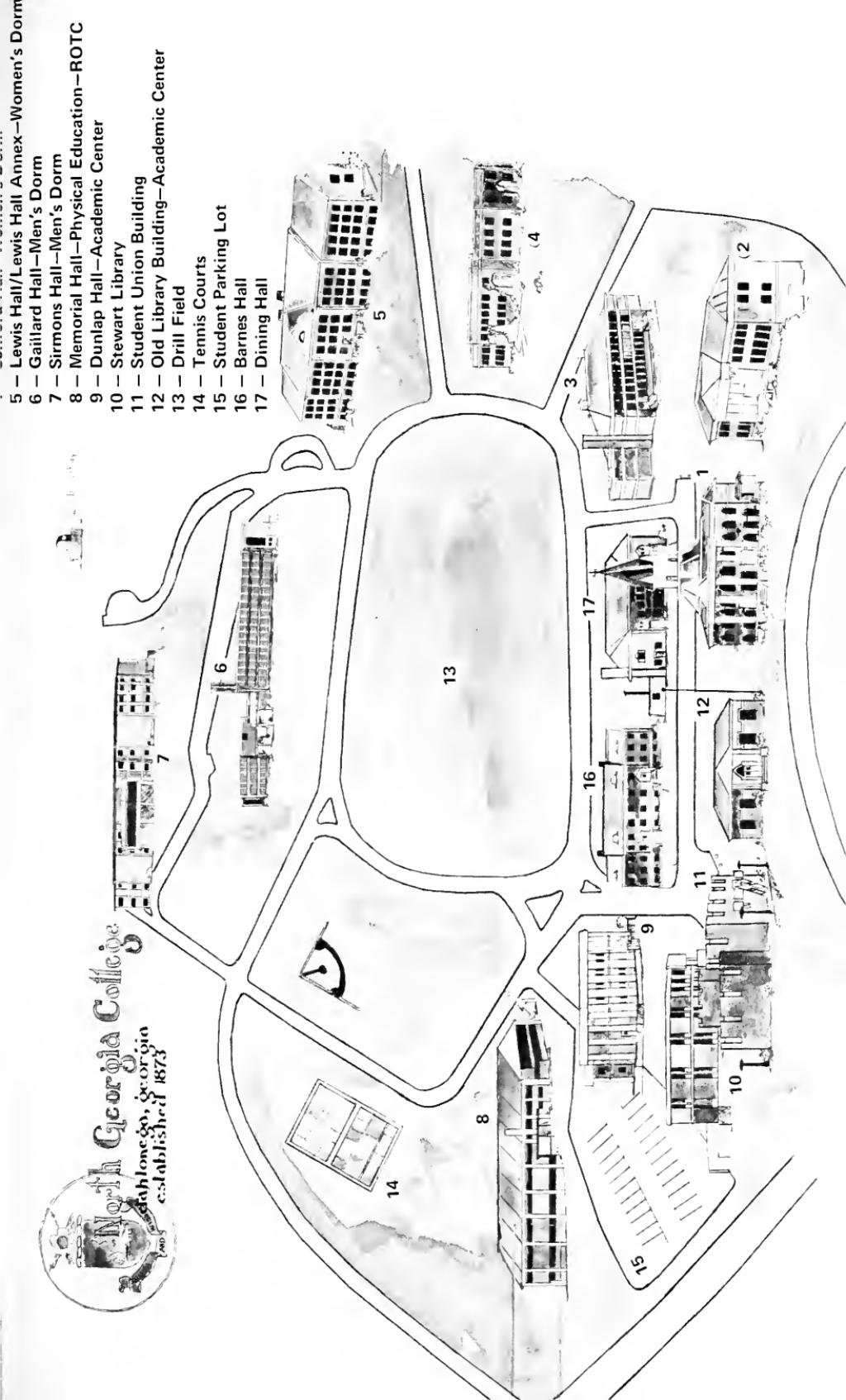
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1. Complete the Preliminary Application, fold the two-way card so that my return address is visible; insert your check for \$10.00; staple or tape together as indicated.
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3. Make your check payable to North Georgia College.
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5. Upon receipt of the Preliminary Application, a complete application form, to include medical and personal data forms, will be sent.



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